

**AGENDA FOR REGULAR COMMON COUNCIL MEETING
SUPERIOR, WISCONSIN
Tuesday June 7, 2011
6:30 p.m. - Government Center, Board Room 201**

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. PROCLAMATIONS AND COMMENDATIONS
4. APPROVAL OF MINUTES May 17, 2011 - Regular Council meeting
5. PUBLIC HEARINGS

5.1 Public Hearing to consider non-renewal of applicants in Part 3 & 4 of the 2011-2012 Alcohol Report:

a) C's Lounge & Liquor, Inc.	C's Lounge & Liquor	1419 Banks Ave	Delinquent Sewer & Stormwater, Personal Property
b) Elbo, Inc.	Elbo Room / Sammy's Pizza	1309 Tower Ave	Delinquent Sewer Personal Property
c) Fifth (5th) Street Ent	High 5's On 5th St	1310 N. 5 th Street	Delinquent Sewer, Stormwater, Personal Property
d) Good Times, LTD	La Belle's Night Club	1014 Tower Ave	Delinquent Sewer, Stormwater, Personal Property
e) Great Lakes Tavern Company	Shooters Saloon	624 Tower Ave	Delinquent Sewer, Stormwater, Personal Property, 150 hours
f) Kastern, Kimberly Sue	Choo-Choo Bar & Grill	5002 E. 3rd Street	Delinquent Sewer, Stormwater, Personal Property
g) KWP Enterprises, Inc.	Palace Bar	1108 Tower Ave	Personal Property
h) McKay, Todd	Les's Grocery	2920 N. 21st Street	Delinquent Sewer, Stormwater, Personal Property
i) Rack Em Up, Inc.	Mr Lucky's Bar & Billiards	1022 Tower Ave	Personal Property
j) Storie, Sean D	Lord Stanley's Sports Bar	1015 Tower Ave	Delinquent Sewer, Stormwater, Personal Property
k) Tower Avenue Tavern, Inc.	Tower Avenue Tavern	405 Tower Avenue	Delinquent Sewer, Stormwater, Personal Property

6. **CONSENT AGENDA** *The following items may be received and filed (r/f), referred, or approved as noted, by the Council utilizing a single vote. All licenses approved are contingent upon meeting City Code requirements. There will be no separate action on these items unless a Council member requests, and the Council approves. Communications are on file in the City Clerk's office, and may be viewed in their entirety during regular office hours.*

- 6.1 Office of Commissioner of Railroads, Notice of Investigation and Hearing and Assessment of costs. *r/f*
- 6.2 Duluth Transit Authority March 30, 2011 meeting minutes. *r/f*
- 6.3 Police & Fire Commission, May 11, 2011 meeting minutes. *r/f*
- 6.4 Claim #11-11, Grymala *refer to Claims Cmt*
- 6.5 Councilor Browne is requesting review of the stop signs throughout the City, and the stop sign policy. *refer to Public Works Cmt*
- 6.6 **Finance Committee, May 12, 2011** *recommendations for approval*
 - 3) Hold in Committee, Sale of City Dog Licenses by Other Officials.
 - 4) Hold In Committee the Sewage Billing Statement.
 - 5) Receive and file the Internal Auditor Activity Summary.
 - 6) Receive and file March and April All checks Registers.
 - 7) Receive and file March and April Financial Statements.
 - 8) Receive and file the March and April Travel Reports.
- 6.7 **Human Resources Committee, May 16, 2011** *recommendations for approval*
 - 2) Approve Public Works Director job description
 - 3) Receive and file March and April monthly personnel reports.
- 6.8 **Plan Commission, May 18, 2011** *recommendations for approval*
 - 1) Approve request by Arnold Prochazka to vacate a portion of the alley between 24th and 25th Avenue East, and East 8th and 9th Streets. (VAC 11-02)
 - 2) Approve Special Use Permit for Glen Pratt, Napa Auto Parts, 3305 Tower Ave. for outdoor sales (SUP 11-01).
- 6.9 **Public Safety Committee, May 11, 2011**
 - 1) Hold in Committee review of Key Boxes.
- 6.10 **Public Works Committee, May 18, 2011** *recommendations for approval*
 - 2) Hold in Committee, concerns regarding train horns.
 - 3) Hold in Committee, request to review the intersection at Broadway and Ogden.
 - 4) Hold in Committee Councilor Bridge and MacKenzie's request for policy enforcement of the recycling ordinance.
 - 5) Approve moving existing signage on the N.6th side of the Head Start Center, 518 Grand Ave., to widen the bus parking space.
 - 6) Approve "No parking between signs" signage at 1013 Ogden Avenue.
 - 7) Approve parking changes on N. 16th Street between Ogden and Tower Avenues.
- 6.11 Approve miscellaneous licenses. *City Clerk Kalan*

6.12 Approve applications to amend the premise of a Class B Liquor & Beer License, and One Day Cabaret by Keyport of Superior, Inc.; trade name Keyport Liquor Outlet & Lounge, 1900 Belknap Street; Agent Mark Casper, for a special event July 9, 2011. *City Clerk Kalan*

7. BUSINESS BY DEPARTMENT HEADS

7.1 Finance Director Vito is submitting the Project Advisory Group for the City of Superior Animal Shelter.

8. BUSINESS BY THE MAYOR

Mayor Hagen is requesting Council approval on the following:

8.1 Appointment of Jeff Goetzman to the Public Works Director position at a salary of \$90,104.

8.2 Appointment of Todd Janigo to the Assistant Public Works Director position at a salary of \$75,869.

8.3 Appoint Councilor Browne to the Lake Superior Estuarine Research Reserve; and the Great Lakes St. Lawrence Cities Initiative.

8.4 Establishing the Building Inspection Code Enforcement Division Ad-hoc Committee.

8.5 Reinstate the \$10,000 annual funding for Douglas County Historical Society beginning this year.

9. BUSINESS BY COUNCILORS

9.1 Councilor Olson is requesting to amend the Council Committee Appointments assigning himself as the alternate of the License & Fees Committee, and Stenberg as the regular Committee member.

10. RESOLUTIONS

10.1 **R11-12993** Resolution Introduced by the Plan Commission Authorizing a Special Use Permit for Agricultural Outdoor Sales at 3305 Tower Avenue, Napa Auto Parts (SUP 11-01).

10.2 **R11-12994** Resolution Introduced by the Plan Commission setting a public hearing to July 19, 2011, at 6:30 p.m. in the Government Center, Board Room 201, to vacate a portion of the alley between 24th and 25th Avenue East, and East 8th and 9th Streets. (VAC 11-02, Prochazka)

10.3 **R11-12995** Resolution by Mayor Hagen opposing Governor Walker's Budget proposal to separate UW-Madison from the other State-Funded University System Institutions, and Support the Concept as Outlined in the Wisconsin Idea Partnership.

10.4 **R11-12996** Resolution introduced by the Community Development Division setting a public hearing for July 19, 2011, 6:30 p.m. in the Government Center Board Room 201, to substantially amend and reallocate dollars to the 2011 Community Development Block Grant (CDBG) Action Plan.

11. ORDINANCES

- 11.1 **O11-3768** Ordinance introduced by the Public Works Committee amending City Code Chapter 112, Sch. E, No Parking between Signs by adding 1013 Ogden Avenue.
- 11.2 **O11-3769** Ordinance introduced by the Public Works Committee amending City Code Chapter 112, Sch. C, No Parking on Odd Side of Street by amending to read: N. 16th Street, between Ogden Avenue and Tower Avenue.
- 11.3 **O11-3770** Ordinance introduced by the Public Works Committee amending City Code Chapter 112, Sch. D, No Parking on Even Side of Street, by deleting N. 16th Street from Ogden Avenue west to the alley.
- 11.4 **O11-3771** Ordinance introduced by the Public Works Committee amending City Code Chapter 112, Sch. F, Two Hour Parking only between the hours of 7:00 a.m. and 7:00 p.m., by adding N. 16th Street from Tower Avenue East to Alley.
- 11.5 **O11-3772** Ordinance introduced by the Public Works Committee amending City Code Chapter 112, Sch. G, No Night Parking, to read N. 16th Street from banks to alley east of Tower Avenue.

12. BUSINESS BY PUBLIC

If you would like to speak before the Council, please sign your name on the sign-up sheet prior to the Council meeting. Due to requirements of the Wisconsin Open Meetings laws, only matters placed on this agenda may be approved by the Council at this meeting, however, citizens may address the Council regarding items which require no action. No personal attacks on individuals will be allowed, and all comments by members of the public shall be limited to three (3) minutes in length.
 Citizens should contact the Mayor, a Councilor, or the City Clerk to have a matter placed on a future Council agenda for consideration.

Pursuant to the Americans with Disabilities Act of 1990, if you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715) 395-7200 prior to the scheduled meeting. The City will attempt to accommodate any request depending on the amount of notice received. TDD (715) 395-7521.

In compliance with Wisconsin Open Meetings Law, this agenda was:
 Posted: Government Center, Court House, & Public Library,
 Faxed to: Daily Telegram, Public Library, June 2, 2011

**PROCEEDINGS OF THE REGULAR COMMON COUNCIL MEETING
SUPERIOR, WISCONSIN
May 17, 2011**

The Regular Meeting of the Common Council was called to order by Mayor Bruce Hagen at 6:30 p.m. in the Government Center, Board Room 201.

1. PLEDGE OF ALLEGIANCE

- 2. ROLL CALL** Dan Olson, Tom Bridge, Warren Bender, Jackie Stenberg, Denise McDonald, Len Joyal, Bob Finsland, Mike Herrick, Mick MacKenzie, Bob Browne – 10
Youth Councilors: John Nowicki, Zachary Sather
Also Present: Mayor Hagen, City Attorney Prell, City Clerk Kalan

3. PROCLAMATIONS AND COMMENDATIONS

- 4. APPROVAL OF MINUTES** May 3, 2011 - Regular Council meeting
MOTION by Councilor Bender, seconded by Herrick and carried, to approve.

5. PUBLIC HEARINGS

- 5.1** 2010 Consolidated Annual Performance and Evaluation Report (CAPER)
No one spoke in favor of or opposition to the 2010 CAPER.
MOTION by Councilor Olson, seconded by Bender and carried, to approve.

6. CONSENT AGENDA

MOTION by Councilor Finsland, seconded by McDonald and carried, to approve.

- 6.1** All checks register for the month of April, 2011 *r/f*
6.2 Mayor's Commission on Disabilities, March 21, 2011 meeting minutes. *r/f*
6.3 Metropolitan Interstate Council, April 20, 2011 meeting summary. *r/f*
6.4 Police and Fire Commission, April 14, 2011, meeting minutes. *r/f*
6.5 Redevelopment Authority for the City of Superior, May 3, 2011, meeting minutes. *r/f*
6.6 Fire Chief Rigstad advising the City of Superior Fire Department has been awarded a Minnesota Homeland Security Grant in the amount of \$280,000. *r/f*
6.7 City Forester Morgan, notifying of plans to aerial spray the western and southern sectors of the City, to slow the spread of Gypsy Moths in our area. *approve*
6.8 Approve miscellaneous licenses. *City Clerk Kalan*
6.9 Approve applications to amend the premise of a Class B Liquor & Beer License, and One Day Cabaret by KTO, Inc.; trade name O'Neill's Pub & Liquor, 3333 Tower Avenue; Agent Nancy O'Neill, for a special event July 30, 2011. *City Clerk Kalan*

7. BUSINESS BY DEPARTMENT HEADS

7.1 Finance Director Vito is requesting to purchase a new Financial System Software package from Springbrook Software.

MOTION by Councilor Bridge, seconded by Bender and carried, to approve.

7.2 Assistant Public Works Director Goetzman recommending to purchase Blacktop Mix materials for 2011 from vendors listed, based on their submitted price and plant location.

MOTION by Councilor MacKenzie, seconded by Olson and carried, to approve.

7.3 Assistant Public Works Director Goetzman recommending to purchase Sand and Gravel for 2011 from local suppliers listed, based on their submitted prices and locations.

MOTION by Councilor Finsland, seconded by McDonald and carried, to approve.

7.4 Deputy City Clerk Byrnes submitting the 2011-2012 Preliminary Alcohol report.

7.4 a) Byrnes handed out an updated Preliminary Alcohol report.

MOTION by Councilor Bridge, seconded by Bender and carried, to approve Part 1 of the Alcohol report, renewal applicants code compliant.

MOTION by Councilor Finsland, seconded by Olson and carried, to approve Part 2 of the Alcohol report, original applicant code compliant.

MOTION by Councilor Olson, seconded by Bridge and carried, to set public hearings to June 7th to non-renew applicants in Part 3 of the Alcohol report, applicants with delinquent special assessments and/or personal property taxes.

MOTION by Councilor Bridge, seconded by Olson and carried, to set a public hearing to non-renew applicant in Part 4 of the Alcohol report, applicant with special circumstances.

8. BUSINESS BY THE MAYOR

8.1 Mayor Hagen requesting to appoint himself as Chair of the Redevelopment Authority of the City of Superior; and re-appoint Andy Lisak for a term expiring May, 2016.

MOTION by Councilor Bender, seconded by Browne and carried, to approve.

8.2 Mayor Hagen is appointing Vivian Markley to the Urban Forestry Tree Board for a three year term expiring May, 2014.

MOTION by Councilor MacKenzie, seconded by McDonald and carried, to approve.

9. BUSINESS BY COUNCILORS

10. RESOLUTIONS

11. ORDINANCES

11.1 O11-3766 Ordinance introduced by the Public Works Department of the City of Superior, amending City Code Chapter 112, Traffic Code, Article III, Schedule K, Disabled – Do Not Block Sidewalk Zones by removing 2017 Oakes Avenue.

MOTION by Councilor Herrick, seconded by Bender and carried, to adopt the ordinance.

11.2 O11-3767 Ordinance introduced by the Public Works Department of the City of Superior, amending City Code Chapter 112, Traffic Code, Schedule J, Disabled Parking Zones by adding 1422 N. 11th St. (both sides).

MOTION by Councilor Joyal, seconded by Bender and carried, to adopt the ordinance.

12. BUSINESS BY PUBLIC

MOTION by Councilor Olson, seconded by Bender and carried, to adjourn meeting at 6:48 p.m.

Respectfully submitted,
Terri Kalan, City Clerk
Superior, Wisconsin

Approved this 7th day of June, 2011.

Attest:

Mayor

City Clerk

June 2, 2011

To: Mayor Hagen and Members of the Common Council

From: Linda Byrnes, Deputy City Clerk

Subject: 2011-2012 Alcohol Report, Part 3 & 4 (Update will be provided at meeting)

Public Hearing to consider non-renewal of Alcohol applicants listed in Part 3 & 4 of the Alcohol Report. (Parts 1 & 2 approved at the May 17, 2011 Council meeting)

PART 3

a) C's Lounge & Liquor, Inc.	C's Lounge & Liquor	1419 Banks Avenue	Delinquent Sewer & Stormwater, Personal Property
b) Elbo, Inc.	Elbo Room / Sammy's Pizza	1309 Tower Avenue	Delinquent Sewer Personal Property
c) Fifth (5th) Street Entertainment	High 5's On 5th St	1310 N. 5 th Street	Delinquent Sewer, Stormwater, Personal Property
d) Good Times, LTD	La Belle's Night Club	1014 Tower Avenue	Delinquent Sewer, Stormwater, Personal Property
e) Great Lakes Tavern Company * Requesting to waive code requirement of 150 hours of operation	Shooters Saloon	624 Tower Avenue	Delinquent Sewer, Stormwater, Personal Property
f) Kastern, Kimberly Sue	Choo-Choo Bar & Grill	5002 E. 3 rd Street	Delinquent Sewer, Stormwater, Personal Property
g) KWP Enterprises, Inc.	Palace Bar	1108 Tower Ave	Personal Property
h) McKay, Todd	Les's Grocery	2920 N. 21st Street	Delinquent Sewer, Stormwater, Personal Property
i) Rack Em Up, Inc.	Mr Lucky's Bar & Billiards	1022 Tower Avenue	Personal Property
j) Storie, Sean D	Lord Stanley's Sports Bar	1015 Tower Avenue	Delinquent Sewer, Stormwater, Personal Property
k) Tower Avenue Tavern, Inc.	Tower Avenue Tavern	405 Tower Avenue	Delinquent Sewer, Stormwater, Personal Property

f) g) k) Delinquent personal property and/or special assessments have been paid; applicants are code compliant; and approval of the licenses would be in order.

a) b) c) d) e) h) i) j) Not code compliant

(Part 4 – Great Lakes Tavern Company requesting to waive the code requirement of 150 hours of operation, is combined in part 3)

6.1



BEFORE THE OFFICE OF THE COMMISSIONER OF RAILROADS
STATE OF WISCONSIN

In the Matter of the:

On the Office's Own Motion to Consider the Alteration of the Public Crossing of the BNSF Railway Company Tracks with Stinson Avenue (24th Avenue) in the City of Superior, Douglas County

9020-RX-169

NOTICE OF INVESTIGATION AND HEARING
AND ASSESSMENT OF COSTS

By letter dated May 2, 2011, Murphy Oil requested that the Office of the Commissioner of Railroads (OCR) approve an alteration of a public crossing of the tracks operated by the BNSF Railway Company (BNSF) and owned by Murphy Oil with Stinson Avenue (24th Avenue) in the City of Superior, Douglas County (crossing no. 075 941D). Murphy Oil is not an eligible petitioner under s. 195.29 Stats. The OCR may initiate actions on any matter that is within its jurisdiction. The alteration of a crossing of a public roadway and a track operated by a common carrier railroad is within the OCR's jurisdiction.

Jurisdiction: Secs. 195.03 (2), 195.28 and 195.29, Stats.

The issues for the hearing are:

1. Would alteration of the crossing promote public safety and convenience?
2. What warning devices would be necessary to adequately protect and promote public safety?
3. How shall the costs of the crossing construction be apportioned?

Murphy Oil shall have the burden of proof on all issues.

If this proceeding is contested, it is deemed to be a Class I proceeding as defined in §227.01, Stats.

PLEASE NOTE: The Office will hold a public hearing at the **Mayor's Conference Room, City Hall, 1316 N. 14th Street, Superior, Wisconsin, on June 29, 2011, at 11:00 a.m.**

PLEASE NOTE: The Office finds that the expenses which are reasonably attributable to this investigation will be assessed against the BNSF Railway Company in accordance with §195.60, Stats., and RR 2.04.

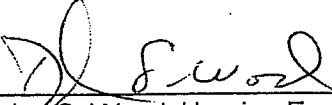
RAF

Upon reasonable notice, the Office will accommodate the needs of disabled individuals. Contact the Office at (608) 266-9536, (608) 267-1479/TTY, or (Fax) (608) 261-8220, or by writing to the Office at 610 N. Whitney Way, Room 110, PO Box 7854, Madison, Wisconsin 53707-7854.

Please contact the OCR staff with any questions, at (608) 266-0276 or 266-7607.

Dated at Madison, Wisconsin, May 26, 2011.

By the Office of the Commissioner of Railroads.



Douglas S. Wood, Hearing Examiner

9020N169/dw

DULUTH TRANSIT AUTHORITY
 2402 West Michigan Street * Duluth, MN * (218) 722-4426
Board of Directors Meeting
 Wednesday, March 30, 2011
 DTA Board Room
 4:00 p.m.

MINUTES

Committee Present: Aaron Bransky – President John Brostrom Melanie Hendrickson		Dennis Birchland Walter Kramer Alex Livadaros	Committee Excused: Leslie Evans Richard Towey	Committee Absent:
Staff Present: James Heilig – Director of Administration and Planning Carla Montgomery – Director of Finance		Kristie Hills – Administrative Secretary Philip Torgerson – Director of Operations		
Others Present: Trecia Ellis – TSS				

Call to Order:

President Bransky called the March Board of Directors Meeting to order at: 5:20 p.m.

Approval of Minutes:

A motion was made by Director Brostrom and seconded by Director Birchland to approve the minutes of the February Committee Meetings. The motion was unanimously carried.

A motion was made by Director Livadaros and seconded by Director Hendrickson to approve the minutes of the February Board of Directors Meeting. The motion was unanimously carried.

Action Items:

A motion was made by Director Kramer and seconded by Director Birchland to approve the removal of the bus stop zone and bus shelter located at the north west corner of 57th Avenue West and Grand Avenue and placement of the shelter at the existing bus stop zone located at the north east corner of 58th Avenue West and Grand Avenue. The motion carries 4 to 2 with President Bransky and Director Livadaros opposing the motion.

Old Business:

President Bransky asked if there was any further discussion required on the request made by City Councilor Hartman. Director Livadaros stated that he spoke with City Councilor Hartman and he understands why this can't be done. He was asked to represent the issue to the Duluth Transit Authority Board of Directors and that is what he did. Director Hendrickson stated that while she worked for the city she served on the appointment committee for the boards and commissions.

In an effort to ensure diversity on all boards and commissions many different personal characteristics are reviewed prior to an individual being appointed. No further action is required on this item.

President Bransky asked if a response had been made to the individual who wrote the letter last month to the Duluth Transit Authority requesting additional service to UWS. Staffperson Torgerson stated that no response had been made at this time, but he would make sure that it was taken care of. He stated that the cost for this service would depend on where the bus came from, if it was added to another route or if it stands alone. He also stated that it would have to fit within the guidelines of the hours according to the labor contract. Director Brostrom stated that a response should wait until there is a routing scenario and the cost is determined. Staffperson Torgerson stated that this is something that should wait to be started until next September if the students do make the funding available to provide the service. Staffperson Torgerson stated that they would work with Manager Jensen to see that can be done and it will be brought back to the Board of Directors.

Director Livadaros asked about the bus stop at the Wal-Mart in Hermantown. Staffperson Torgerson stated that Staffperson Fournier has been working with the manager at the store to try and figure out what can be done. At this time there has not been any communication with them. Also, the Duluth Transit Authority is currently being allowed in the parking lot on the island that is adjacent to Mall Drive. The manager is committed to try to maintain the stop on the property.

New Business:

None

Public Comment:

None

Announcements:

Staffperson Hills reported the Employee of the Month Committee has selected Lee Johnson as the Employee of the Month for March.

Lee began his career at the DTA as a part-time driver in July of 2000 and was promoted to full-time in November of 2001.

Lee's selection was based on an "act of kindness" that went above the call of duty when he came to the aid of a woman in an electric wheelchair, who was stuck in the snow bank in front of the P.S. Rudie Clinic on East Superior Street on a cold and windy morning.

The woman was stuck in the snow as the curb-cut from the handicapped parking space there was not shoveled. According to the woman, who commended the driver in a letter to the DTA, the bus driver stopped to help and pushed her out of the snow and onto the sidewalk so she could wheel her way into PS Rudie for an appointment. The woman was very appreciative of this driver and his "wonderful act of kindness." She said "I don't know what I would have done

without his help because I had been there already for 10 minutes and was freezing.”

In the eleven years Lee has worked for the DTA, he has maintained excellent attendance, safety and customer service records.

Lee is also a freelance artist and his artwork has been featured on several DTA Holiday greeting cards.

He is also a talented musician and plays the guitar and other stringed instruments. Lee is a member of the Duluth Hotshots – a local jazz band specializing in old-time swing and blues. The band gets together now and then to play music and have a good time. The band has played at such venues as the Blue Note Cafe, Amazing Grace and area retirement centers. As a solo artist, Lee also plays blues around town as “Color Blind Johnson.”

In the 1990’s, Lee and his family moved to Germany where he worked with the Army chaplain as a youth minister for the U.S. military families of the Third Infantry Division based there. During the three years in Germany, Lee took his ministry youth groups on trips to Romania, Poland and Kenya to work on mission projects there.

Lee, his wife Bev and their two children, moved to Duluth in 1994 from California, when a youth ministry position opened up at the First Covenant Church. He also worked as a teaching assistant and mentor for special education students.

Their daughter, Eve, and husband, Joe, currently live in St. Paul with their 3-month old son Jude - Lee and Bev’s first grandchild.

Their son, Hans, and his Kenyan-born wife, Nais (Nice) live in Boston, where Hans is taking pre-law courses and Nais is completing a 4-year RN degree with aspirations to become an MD someday. Hans is a UMD graduate with a degree in Early Childhood Development. Hans recorded native “Maasai” music of Kenya several years ago and has expanded volunteer efforts in Kenya by raising money for developing sanitary water systems and building schools through the Maasai Cultural Connection non-profit organization he founded. Information about the Maasai Cultural connection along with the native Kenyan music recorded by Hans is available on a web-site he developed: www.maasaiculture.org. Hans and Nais have also written several children books to help the Kenyan people, which are available at www.letsgosafarikids.com.

Lee was also named DTA Employee of the Month in August of 2004 and March of 2009.

DTA commends Lee for his actions beyond the call of duty and congratulates him on being selected Employee of the Month.

The next Board of Directors and Committee meetings will be Wednesday, April 27, 2011 starting at 4:00 p.m.

Adjournment:

With there being no further business a motion was made by Director Birchland and seconded by Director Brostrom adjourn the March Board of Directors meeting. The motion was unanimously carried at 5:40 p.m.

Respectfully Submitted,

Kristie Hills

Aaron Bransky,
Aaron Bransky, Board President

4-27-2011
Date

MINUTES
POLICE AND FIRE COMMISSION
Superior, Wisconsin
May 11, 2011

The regular meeting of the Board of the Police and Fire Commission for the City of Superior was called to order Wednesday, May 11, 2011, at 6:00 PM in Room 204, of the Government Center, Superior, Wisconsin.

ROLL CALL

Commissioners present: Robert Nordness, Dennis Dalbec, Tom Fennessey, Charlie Glazman

Excused: Dean Hecht.

Also present: Asst. Police Chief Charles LaGesse, Fire Chief Jim Rigstad, Human Resources Administrator Cammi Koneczny, Council Representative Mike Herrick

There being a quorum present, the meeting was in order.

RECOGNITION OF NOTICE TO THE PUBLIC

The recording secretary mailed and/or delivered agendas and agenda packets to persons or organizations listed, and the meeting was legally noticed in accordance with Wisconsin State Statutes open meeting law.

APPROVAL OF MINUTES

MOTION by Commissioner Glazman, seconded by Commissioner Dalbec and carried to approve the minutes of the April 13, 2011 meeting.

ELECTIONS

MOTION by Commissioner Nordness, seconded by Commissioner Fennessey to nominate Commissioner Dalbec for President, Commissioner Glazman for Vice President, Commissioner Fennessey for Public Information Officer and Commissioner Hecht as Secretary. Motion carried

COMMUNICATIONS RECEIVED

- a. Letter from Tom Krob

MOTION by Commissioner Glazman, seconded by Commissioner Fennessey and carried to receive and file the letter from Tom Krob. HR Administrator Koneczny will send a response to the letter.

OLD BUSINESS

None.

NEW BUSINESS

- a. Update on firefighter testing process.

HR Administrator Koneczny said the written test scores have been received, and the top 50 candidates will be interviewed this coming Saturday, minus seven candidates that have withdrawn from the process. HR Administrator Koneczny will provide a briefing at 8:00 on Saturday. Commissioner Hecht may not be able to participate in the interview process, and it was agreed that HR Administrator Koneczny will participate on an interview panel in his place. HR Administrator Koneczny also told the commissioners that one candidate has recently been deployed and asked to do an interview by proxy. She suggested that instead of this route, we offer to interview this candidate when he returns.

MOTION by Commissioner Dalbec, seconded by Commissioner Nordness and carried to interview this candidate after he returns from his deployment.

- b. Update on police officer hire list

MOTION by Commissioner Dalbec, seconded by Commissioner Glazman and carried to approve the police officer hire list.

Chief Peters informed the commission that although the department has no vacancies at present, we do have an opportunity to apply for a grant, through the US Attorney's office. We are eligible because of our ICAC task force. If we are selected, and receive the grant and council approves, we may be able to hire another officer.

c. Finalize police chief recruitment process.

Commissioners approved the Police Chief posting. The application process will begin on May 16th, and the deadline for the process is June 6th. Interviews will take place on Tuesday, June 14th @ 4pm.

MOTION by Commissioner Fennessey, seconded by Commissioner Dalbec and carried to approve the posting for Police Chief recruitment.

MOTION by Commissioner Fennessey, seconded by Commissioner Dalbec and carried to adjourn the Police & Fire Commission meeting at 6:30 p.m.

Submitted by: Donna Swanson
Recording Secretary

Date Submitted 5-16-11
Liability Claims Cmt info given

Dept Claim Number 11-11

CITY OF SUPERIOR NOTICE OF CLAIM FORM

RETURN FORM TO: CITY CLERK'S OFFICE
1316 N. 14th STREET
SUPERIOR, WI 54880
(715) 395-7200

(PLEASE PRINT) NAME PAUL GRYMALA

ADDRESS 1326 CEDAR AVE

TELEPHONE (home) 715 394-6700 (work) 715 394 8706

INCIDENT: DATE AND TIME: 5-12-2011 3:01 PM

LOCATION: 2301 HILL AVE CITY GARAGE PARKING LOT

WAS POLICE REPORT FILED? YES INJURED?(name) _____

WHERE TREATED? TYPE OF INJURY? _____

(TYPE OF DAMAGE - circle one below)
Vehicle Property-Personal-Injury(specify) _____

ESTIMATE OF DAMAGE: \$ 2116.32 ESTIMATE ATTACHED

PROPERTY OWNER NAME: _____

(IF DIFFERENT than above) ADDRESS: _____

STATE BRIEFLY WHAT HAPPENED: MY TRUCK WAS LEGALLY PARKED AT CITY GARAGE EAST SIDE PARKING LOT. CITY TRUCK PULLING A TRAILER GOING NORTH ATTEMPTED TO TURN LEFT AND GO SOUTH AS HE TURNED TRAILER HIT MY TRUCK ON LEFT REAR CORNER CAUSING DAMAGE TO TRUCK. SEE ACCIDENT REPORT ATTACHED

I WORK OUT OF CITY GARAGE AS A SCHOOL BUS DRIVER

Signature: *Paul Grymala* Date: 5-13-2011

cc: City Attorney; Tom Mann, Cities & Villages Municipal Insurance Co.;
Public Works Street Dept. Planning C.D. Police Chief
Other Parks - John K., Mary M.

Submitted to Council 6/7

Date Submitted: May 20, 2011

Council Agenda: June 7, 2011

COUNCILOR'S BUSINESS

Presented by Councilor: Browne

District: 10th

Councilor Browne is requesting review of the stop signs throughout the City, and the stop sign policy.

Referral to: Public Works Committee

Finance Committee Proceedings
City of Superior
May 12, 2011

- Members Present: Tom Bridge, Bob Finsland, Dan Olson, Mike Herrick, Dan O'Neill
- Members Excused: Daniel Zuchowski
- Staff Present: Jean Vito, Chris Bronson, Jean Dotterwick
- Others Present: Councilor Bob Browne, Sue Sandvick, Marty Curtiss, Kevin Peterson.

Tom Bridge called the meeting to order at 5:04 pm with a quorum present.

1. Election of Chair and Vice Chairperson

Motion was made by Bob Finsland, seconded by Dan Olson and carried to elect Tom Bridge as the Chair of the Finance Committee.

Motion was made by Dan Olson, seconded by Tom Bridge and carried to elect Bob Finsland as Vice Chairperson of the Finance Committee.

2. Approval of March 10, 2011 Finance Committee Minutes

Motion was made by Bob Finsland, seconded by Dan Olson and carried to approve the March 10, 2011 Finance Committee Minutes.

3 Sale of City Dog Licenses by Other Officials

Douglas County is requesting the City authorize and allow the sale of dog licenses by area veterinarians and humane societies. County Clerk Sandvick and Finance Director Vito to research Humane Society definition.

Motion was made by Bob Finsland, seconded by Dan Olson and carried to hold for further research until the June Finance Committee meeting.

4 City's Sewage Billing Statement

This item has been referred back to the Finance Committee for further review. SWLP sent a letter in February 2011, advising which of the sewage bill modifications requested by the City Finance Committee they are able to implement, as well as a cost estimate and lead time needed.

Motion was made by Dan Olson, seconded by Bob Finsland and carried to hold until the June Finance Committee meeting.

5 Internal Auditor Activity Summary

Internal Auditor Chris Bronson provided information regarding revising the travel policy and enforcement of recycling along with looking at adjusting the fee schedule for additional garbage cans at commercial properties. This will be brought back at the June Finance Committee.

Motion was made by Bob Finsland, seconded by Dan Olson and carried to receive and file the Internal Auditor Activity Summary.

6 All Checks Register – March and April 2011

Motion was made by Bob Finsland, seconded by Dan Olson and carried to receive and file the All Checks Register for March and April 2011.

7 March and April 2011 Financial Statements

Motion was made by Bob Finsland, seconded by Dan Olson and carried to receive and file the March and April 2011 Financial Statements.

8 General Financial Overview and Other Financial Issues

Motion was made by Bob Finsland, seconded by Dan Olson and carried to receive and file the March and April Travel Reports for 2011.

Having no other business, **motion** was made by Dan Olson, seconded by Bob Finsland and carried to adjourn the Finance Committee Meeting at 5:55 pm.

Minutes respectfully submitted by Jean Dotterwick



SUPERIOR

W I S C O N S I N

Living up to our name.

6.7
Human Resources Department
Cammi Koneczny, Human Resources Administrator
Debbie Bergstrom, Human Resources Administrative Assistant

Phone: (715) 395-7210
Fax: (715) 395-7590
TTY: (715) 395-7521
E-mail: humanresources@ci.superior.wi.us

1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

May 24, 2011

Council Agenda: 6/07/11

TO: Members of the Common Council

FROM: Human Resources Committee

At its May 16th, 2011 meeting, the Human Resources Committee acted on the following:

1) Election of HRC Chair and Co-Chair

Motion by Herrick seconded by McDonald, to elect Finsland Chair Person and McDonald Co-Chair Person of the Human Resources Committee. APPROVED

2) Approve job descriptions:

A) Public Works Director

Motion by McDonald, seconded by Herrick, to approve the Public Works Director job description. APPROVED

3) Receive and File:

A) Monthly Personnel Reports for March and April 2011.

Motion by Herrick, seconded by McDonald, to receive and file the Monthly Personnel Reports for March and April 2011. APPROVED

City of Superior

PUBLIC WORKS DIRECTOR

Class Code: 010
Reports To: Mayor & Common Council

Date Originated:
Date Revised: 11/18/96;
3/20/00; 6/20/11

DEFINITION:

Under direction of the Mayor, plans, administers and coordinates all activities of the Public Works Department for the City of Superior. Public Works operations include: Administration, Building Inspection, Engineering, Wastewater, Stormwater, Streets, Carpentry, Signs, Garbage, Landfill, Parks and Recreation, Equipment Maintenance and the Airport. Performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The Public Works Director differs from the Assistant Public Works Director in overall responsibility over Public Works and more involved supervision of the following public works operations: Engineering, landfill, wastewater treatment, storm water and sewer collection system, building inspection and code compliance and the Bong Memorial Airport. The work is performed under the general direction of the Mayor and Common Council.

TYPICAL TASKS:

1. Plans and directs all activities of the Public Works Department and its divisions.
2. Administrative supervision of daily operations through divisional managers or contract of city public works operations including the landfill, wastewater treatment, storm water, sewer collection system, building inspection and code compliance and the Bong Memorial Airport.
3. Prepares final annual operating budget and long-range capital budgets for public works department and its divisions.
4. Responsible for the planning and budgeting of all public works construction and maintenance projects.
5. Oversees the bidding process for public works projects.
6. Oversees consulting engineers on state and federal projects being undertaken in the City.
7. Approves all consultant fees, contracts, grant requests and grant payments for the

Department of Public Works.

8. Advises the Mayor, Common Council and various boards and commissions on various public works issues.
9. Attends meetings of the City's Common Council and its committees.
10. Reviews and approves all requisitions for major supplies and equipment for departments supervised.
11. Supervise and recommend the hiring, discharge, evaluation and discipline of subordinate employees.
12. Negotiates agreements between the City and large companies or municipalities.
13. Serves as a member of the Planning Commission.
14. Supervises the design of public works projects and the work in the design of such projects.
15. Reviews contracts with private consultants and construction contractors.
16. Serves as the City Engineer and Street Commissioner.
17. Reviews and approves all engineering plans produced by City staff that require a Professional Engineer stamp.
18. Resolves or refers complaints, questions and concerns from the public, Mayor or City Councilors regarding public works operations.
19. Keeps abreast of current developments in the field by attendance at seminars, meetings, and review of appropriate technical journals.
20. Performs other related duties as may be required by the Mayor and the Common Council.

EMPLOYMENT STANDARDS:

Knowledges:

Thorough knowledge of:

- Modern principles and practices of public works administration;
- Principles and practices of civil engineering as applied to the administration of the public works activities;
- State and local ordinances affecting public works and inspection activities;
- Principles of budget preparations.

TO: MEMBERS OF THE COMMON COUNCIL
 FROM: HUMAN RESOURCES
 RE: MONTHLY PERSONNEL REPORT – MARCH 2011

<u>Effective Date</u>	<u>Employee Name</u>	<u>Department</u>	<u>Description</u>
3/03/11	Erik Sutton	Fire	Wage increase to step 3
3/03/11	Steve Edwards	Fire	Wage increase to step 3
3/03/11	Jim Rigstad	Fire	Wage increase to step 6
3/04/11	Terri Kalan	City Clerk	20 year longevity
3/05/11	Jason Serck	Planning	10 year longevity
3/07/11	Aaron Kivisto	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Matthew Anderson	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Kristen Latscher	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Garrett Wessberg	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Lauren Massengill	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Chad Lohman	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Timothy Baum	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	Nathan Miner	Parks & Rec	End of seasonal employment at Ice Rinks
3/07/11	James La Pine	Parks & Rec	End of seasonal employment at Ice Rinks
3/09/11	Chris Kirchoff	Police	15 year longevity
3/09/11	Timothy Brisbin	Fire	Completed 1 year probationary period and wage increase to step 2
3/09/11	Christopher Faint	Fire	Completed 1 year probationary period and wage increase to step 2
3/09/11	Jason King	Central Equip	Wage increase to step 3
3/14/11	Tammy Tang	ESD	Hired as Project/Program Coordinator
3/15/11	Richard Amys	ESD	Rehired as Seasonal Laborer
3/15/11	Randall Hakkila	ESD	Rehired as Seasonal Laborer
3/15/11	Keith Pearson	ESD	Rehired as Seasonal Laborer
3/15/11	Raymond Koenen	ESD	Rehired as Seasonal Laborer
3/15/11	James Berka	ESD	Rehired as Seasonal Laborer
3/15/11	Gary Miller	ESD	Rehired as Seasonal Laborer
3/17/11	Adam Poskozim	Police	Temporary Assignment as "Acting Sergeant"
3/18/11	Jeff Vito	Public Works	Employee retired
3/21/11	Brian Pirkola	Streets	Wage increase to step 2
3/21/11	Nicholas Haasis	Streets	Hired as Laborer
3/22/11	David Maki	Maint/Const	Completed 1 year probationary period
3/27/11	Jon Fiskness	GIS	Wage increase to step 4

TO: MEMBERS OF THE COMMON COUNCIL
 FROM: HUMAN RESOURCES
 RE: MONTHLY PERSONNEL REPORT – APRIL 2011

<u>Effective Date</u>	<u>Employee Name</u>	<u>Department</u>	<u>Description</u>
4/01/11	Janet Jennings	Library	Employee retired
4/01/11	Kara Peterson	Parks & Rec	End of seasonal employment
4/04/11	Tyler Kern	Street	Wage increase to step 2
4/04/11	Robin Barrett	Library	Employee returned from FMLA leave of absence
4/04/11	Patty Stubb	Fire	Employee returned from FMLA leave of absence
4/04/11	Suzanne Olson	Fire	Begins FMLA leave of absence
4/05/11	Jordan Butera	ESD	Hired as Chemist Student Worker
4/07/11	Curtis Sander-Berg	ESD	Begins FMLA leave of absence
4/08/11	Tom Champaigne	Police	20 year longevity
4/09/11	Chris Woolery	Police	Completed probationary period
4/14/11	Robin Barrett	Library	Address change
4/18/11	Paul Winterscheidt	Police	Wage increase to step 5
4/18/11	Greg Mertzig	City Council	End of elected term
4/18/11	Esther Dalbec	City Council	End of elected term
4/18/11	Charles Hendry	City Council	End of elected term
4/19/11	Mike Herrick	City Council	Re-elected to City Council
4/19/11	Tom Bridge	City Council	Re-elected to City Council
4/19/11	Jackie Stenberg	City Council	Re-elected to City Council
4/19/11	Leonard Joyal	City Council	Elected to City Council
4/19/11	Robert Browne	City Council	Elected to City Council
4/19/11	Bruce Hagen	Mayor	Elected Mayor
4/19/11	Susan Heskin	Library	Hired as Library Director
4/20/11	Leila Aalto	Police	Completed probationary period as Crossing Guard
4/20/11	Pamela Duffy-Kope	Police	Completed probationary period as Crossing Guard
4/20/11	Gary Gothner	Police	20 year longevity
4/21/11	Jim Rigstad	Fire	Begins FMLA leave of absence
4/23/11	Nora Fie	Library	10 year longevity
4/25/11	Pat Cleary	SFD	Begins FMLA leave of absence
4/25/11	Joe LaVenture	Parks	Rehired as Seasonal Laborer
4/25/11	Richard Sharpe	Parks	Rehired as Seasonal Laborer
4/25/11	Brett Gunderson	Parks	Rehired as Seasonal Laborer
4/25/11	Robert Benson	Parks	Rehired as Seasonal Laborer
4/25/11	Caitlin Knoll	Parks & Rec	Rehired as Recreation Program Coordinator
4/27/11	Joann Follis	Police	Employee retired
4/29/11	Carrie Sanda	ESD	Employee resigned for other employment
4/29/11	Jon Shamla	ESD	10 year longevity

HUMAN RESOURCES COMMITTEE PROCEEDINGS - OPEN SESSION
MAY 16, 2011

MEMBERS PRESENT: Bob Finsland, Mike Herrick, Denise McDonald, Bob Browne

OTHERS PRESENT: Debbie Bergstrom, Cammi Koneczny

The meeting was called to order at 4:02 p.m.

1) Election of HRC Chair and Co-Chair

Motion by Herrick seconded by McDonald, to elect Finsland Chair Person and McDonald Co-Chair Person of the Human Resources Committee. APPROVED

2) Approve job descriptions:

- A) Public Works Director**
- B) Assistant Public Works Director**

Koneczny explained that the previous Public Works Director job description, the Assistant Public Works Director job description, and Administrative Engineer job description were reworked into these two job descriptions.

Motion by McDonald, seconded by Herrick, to approve the Public Works Director and Assistant Public Works Director job descriptions. APPROVED

3) Receive and File:

- A) Monthly Personnel Reports for March and April 2011.**

Motion by Herrick, seconded by McDonald, to receive and file the Monthly Personnel Reports for March and April 2011. APPROVED

Motion by Herrick, seconded by McDonald, to move into Closed Session at 4:09 p.m. APPROVED

Motion by McDonald, seconded by Herrick, to adjourn at 4:28 P.M. UNANIMOUSLY APPROVED

**PLAN COMMISSION MEETING
CITY OF SUPERIOR
WEDNESDAY, MAY 18, 2011**

The Plan Commission Meeting for the City of Superior was called to order by Jason Serck at 3:00 p.m. in the Government Center Board Room 201.

ROLL CALL

Members present: Tom Bridge, Barbara Doherty, Mick MacKenzie, Jim Peterson, Len Joyal, Greg Date

Members excused: Mayor Hagen, John Devinck

Staff present: Jason Serck, Krista Anderson

Others present: Jane Prochazka

There being a quorum present, the meeting was in order.

APPROVAL OF MINUTES

MOTION by Commissioner Peterson, seconded by Joyal, and carried to approve the minutes of December 15, 2010.

NEW BUSINESS

1. Request from Arnold and Jane Prochazka, 2416 East 8th Street, to vacate a portion of the alley between East 8th and East 9th Streets and 24th and 25th Avenues East. (VAC 11-02)

Jane Prochazka advised she owns both sides of the alley and the vacation is being requested in order make the property contiguous.

MOTION by Commissioner Bridge, seconded by MacKenzie, and carried, to approve the Request from Arnold and Jane Prochazka, 2416 East 8th Street, to vacate a portion of the alley between East 8th and East 9th Streets and 24th and 25th Avenues East. (VAC 11-02)

2. Public Hearing.

Application from Glen Pratt, dba Napa Auto Parts, 3305 Tower Avenue, for Special Use Permit to conduct outdoor sales (agricultural use) (SUP 11-01).

Serck opened the public hearing for consideration of the application from Glen Pratt, dba Napa Auto Parts, 3305 Tower Avenue for a Special Use Permit for outdoor sales (agricultural use).

No one spoke in favor of or opposition to the Special Use Permit.

MOTION by Commissioner Date, seconded by MacKenzie, and carried, to approve the Application from Glen Pratt, dba Napa Auto Parts, 3305 Tower Avenue, for Special Use Permit to conduct outdoor sales (agricultural use) (SUP 11-01).

OTHER BUSINESS

ADJOURNMENT

MOTION by Commissioner Bridge, seconded by Peterson, and carried, to adjourn the meeting. The meeting adjourned at 3:11 p.m.

Respectfully Submitted by:
Krista Y. Anderson
Planning Technician
City of Superior

**Proceedings of the Public Safety Committee
May 11, 2011**

Members Present: Councilor Mick MacKenzie
Councilor Dan Olson
Councilor Denise McDonald, alternate

Others Present: Police Chief Floyd Peters
Fire Chief Jim Rigstad
Maria Lockwood, Daily Telegram
Various landlords, business owners and citizens

Councilor MacKenzie called the meeting to order at 5:00 p.m. and noted that roll call had been taken by sign up.

Approval of Public Safety meeting minutes of February 9, 2011.

Motion by Councilor McDonald, seconded by Councilor Olson and carried to approve Public Safety meeting minutes from February 9, 2011.

Elections

Motion by Councilor Olson, seconded by Councilor McDonald to nominate Councilor MacKenzie to serve as Committee Chair. Motion carried. Motion by Councilor MacKenzie seconded by Councilor McDonald to nominate Councilor Olson as Vice Chair. Motion carried.

Standing Agenda Items

1. Police Department Update

Chief Peters provided a handout to committee members, which included the following:

Annual Report

The Police Department prepares an annual report which includes a great deal of information on the life and activity of the department over the past year. Our 2010 report was just completed and provided to Mayor Hagen and the City Council on May 3rd.

Some 2010 statistics include:

- 23,813 calls for service
- 2,032 adult arrests
- 364 Juvenile arrests
- 2,121 traffic citations
- 142 OMVWI charges

- 648 State reportable accidents (someone was injured or over \$1000 damage)
- 157 persons injured with 0 fatalities
- 156 Minor accidents reported

2011 Annual Awards Program

We held our annual police awards program on January 14th. Three new officers were sworn in, a promotion of an officer to the rank of Sgt. was recognized, and we issued our 2010 awards which come through recommendations of our awards committee. For 2010, 24 awards were given to 16 different officers. We had good attendance and support for the ceremony.

Lake Superior Forensic Technology & Internet Crimes Against Children Task Force

All of the task force primary members' governmental bodies have now passed the Joint Powers Agreement which allows us to operate. Primary members include Superior Police Department, Douglas County Sheriff Department, Duluth MN Police Department, and Saint Louis County MN Sheriff Department.

We recently held our first board of directors meeting and Chief Peters was elected as the Chairman of the Board, St. Louis County Sheriff Ross Litman was elected vice-chairman. City of Superior is the fiscal agent in the agreement and our City Attorney Frog Prell serves as the legal adviser to the Task Force. SPD Sgt. Nick Alexander was approved as the Task Force Commander. We will host quarterly meetings here in Superior throughout our first year of operation. The primary goals and objectives of the Task Force include:

- Being responsive in a timely manner to crime victims in the Twin Ports by being able to work in a cooperative way with all of our twin ports area law enforcement partners and in our own laboratory conducting our own digital forensic examinations of all types of digital evidence (phones, computers, cameras, iPods etc.). These technology devices often are used in the commission of crimes and hold and store evidence in all types of cases including child pornography.
- Conduct pro-active Internet Crimes Against Children investigations. Seek to prevent and reduce child victims in our area and hold perpetrators accountable.
- Continue to provide preventative community education and awareness on Internet Safety issues to all ages, people and groups in our area, which can and will reduce crime internet crime and crime victims.

Note: We recently received notification that the United States Attorneys' office for the Western District of Wisconsin (Madison), nominated our department and our task force to be considered for a new Federal Grant. If successful this grant in the amount of \$500,000 would be very important to our task force as we continue our important mission and work in our region. I will continue to brief the Mayor and the City Council on this potential grant.

10th Annual Citizen Police Academy

We kicked off our 10th annual Citizens Police Academy on March 23rd with 26 citizens from our community in the class. The current class graduates this evening May 11th. We have already graduated well over 200 citizens in previous classes. Our Academy is a free, 8

week program we run on Wednesday evenings. It has been a great way to connect with and earn the respect of our community by inviting citizens into the department and teaching them about all that we do.

National Law Enforcement Memorial Week

National Law Enforcement Memorial week as determined by the President and the United States Congress, will be May 15-21 this year. Mayor Hagen and County Board Chair Finn also issued a dual proclamation stipulating that week as "National Police Memorial Week" in Superior. Due to some scheduling issues our annual public ceremony for the entire Twin Ports Law Enforcement community was held in the Government Center atrium on Thursday May 5th at 12 noon. The ceremony went well and gave us another opportunity to remember the many officers who have died in the line of duty protecting their communities.

Motion by Councilor Olson, seconded by Councilor McDonald and carried to receive and file the Police Department update.

2. Fire Department Update

Chief Rigstad told the committee that the fire department has received a Minnesota Homeland Security grant for a new Dive Team vehicle. These funds are from FEMA & a Port Security grant, totaling \$280,000, and there is no match required for this grant.

Chief Rigstad said interviews will take place this coming Saturday to establish a new hiring list. Fifty individuals will be interviewed. There is currently one position open within the department, and the chief noted that the department has been operating short since retirements this past February.

Motion by Councilor McDonald, seconded by Councilor Olson and carried to receive and file the Fire Department update.

Matters to be considered

1. Referral from March 15, 2011 Committee of the Whole meeting, Review of City Code, Chapter 54, Article IV, Key Boxes

Councilor Browne said that he has spoke to some residents and they all agree key boxes should be voluntary. Councilor McDonald noted that this would be difficult because many business owners have already complied with the ordinance. Citizen Marty Curtiss said that he conducted a survey regarding this issue. Carl Miller spoke and said that he had contacted residents, and 19 out of 20 said they did not want the key boxes. Fire Inspector Arthur GildeLamadrid spoke in favor of the key boxes. John Mahan cited some internet news stories about key boxes being broke into, and consequently thefts occurring. He also noted past city employee thefts, the costs of purchasing and installing knox boxes, and general safety issues.

Inspector GildeLamadrid told the committee and citizens that the Fire Department per state statute has the right to inspect buildings, and they don't abuse this right.

In response to some discussion, Chief Rigstad asked what the limit is, how many units is acceptable when requiring knox boxes be installed?

Counselor Olson asked if Fire Department personnel entering businesses where medical records might be kept, violates any HIPA laws.

Chief Rigstad said that the Fire Department's mission statement is to protect life and property. If firefighters have to break down a door or are unable to render medical attention, then they are not protecting the citizens. Inspector GildeLamadrid said the key boxes allow for rapid entry into buildings, and he also said firefighters can get injured breaking down doors to gain entry. He also noted that if it takes longer to enter a building that is on fire, it is less safe for firefighters once inside.

John Mahan talked about the issue of replacing keys when a tenant leaves, can be costly. Also, who is liable if someone obtains keys and commits a crime? (The landlord? The Fire Dept? The City?)

Counselor MacKenzie asked about those who have already purchased boxes.

Councilor Finsland said voluntary is not the answer, but there could be some exceptions allowed with the ordinance.

Inspector GildeLamadrid talked about inspections, key requirements, how keys actually get to the boxes, etc. (The Fire Department does not hold onto keys)

Motion by Councilor Olson seconded by Counselor McDonald and carried to hold Key Boxes in committee until the next meeting.

Motion to adjourn the Public Safety Committee meeting by Councilor McDonald, seconded by Councilor Olson and carried. Meeting was adjourned at 6:00 p.m.

Respectfully submitted by:

*Donna Swanson
Administrative Assistant
Superior Police Department*

PUBLIC WORKS COMMITTEE PROCEEDINGS
Wednesday, May 18, 2011
Government Center Board Room 201

Members Present: Bob Finsland (Alt.), Jeff Goetzman, Mike Herrick, Mick MacKenzie, and Dan Olson

Also Present: Jeff Anderson, Chris Bronson, Bob Browne, and Mark McGillis

Mick MacKenzie called the meeting to order at 4:00 p.m.

Approval of March 16, 2011, minutes.

1. Election of officers.

MOTION by Dan Olson, seconded by Mike Herrick, and carried to nominate and elect Mick MacKenzie as chair

MOTION by Mick MacKenzie, seconded by Mike Herrick, and carried to nominate and elect Dan Olson as vice chair.

MOTION by Mike Herrick, seconded by Dan Olson, and carried to approve the Public Works Committee minutes of March 16, 2011.

2. Held in committee from 9-16-09: Concerns regarding train horns. Bob Browne reported that the noise from the train horns in the north end is bad. Jeff Goetzman said there are several rail projects scheduled for the next year, with the possibility of some crossings getting gates/flashers. He will review the list to see if there are any crossings in the north end. He stated that the railroads want to make the crossings safer and reduce liability but it's not possible to close them all.

MOTION by Dan Olson, seconded by Mike Herrick, and carried to hold in committee for more information.

3. Request from Councilor Dalbec for review of the intersection at Broadway Street and Ogden Avenue. This area was constructed with a lower area for drainage. Jeff Goetzman reported that this area will be worked on when the Tower Avenue project is done, with milling and overlaying being done.

MOTION by Dan Olson, seconded by Mike Herrick, and carried to hold in committee for more information.

4. Request from Councilors MacKenzie and Bridge for policy enforcement of the mandatory recycling ordinance. Chris Bronson handed out a summary regarding garbage and recycling ordinance compliance. Included with the summary is survey information from other cities in Wisconsin showing that Superior offers *more* and *cheaper* service to residents and commercial business than any other city surveyed.

The objective is to increase recycling—both residential and commercial—and comply with the ordinance. Chris met with the garbage truck drivers to explain the motive and the need to identify violators (those not recycling and those with more than four cans who are not being charged appropriately). It was also suggested that the current fee of \$32.50 for a fourth can should be increased to \$60, which is the present value. If the price were increased, it might be incentive for these people to set up for recycling through a hauler.

Other suggestions for education were to send out an informational letter with the licensing letters, send letters to haulers letting them know they need to set up for garbage **and** recycling, and have the recycling hauler distribute information on recycling incentives.

Chris Bronson said the plan is to identify violators of the ordinance and raise the price of the fourth can with the hope that of more compliance with the ordinance.

MOTION by Mike Herrick, seconded by Dan Olson, and carried to review the current information and ordinance and hold in committee awaiting information from our drivers.

5. Request from Councilor Dalbec, on behalf of the Head Start Center (518 Grand), for a review of the bus parking spaces on North 6th Street next to their building. The Public Works Superintendent spoke to the manager and it was agreed that the signs could be moved (to the east) to widen the parking spaces.

MOTION by Mike Herrick, seconded by Dan Olson, and carried to move signage to widen the parking spaces.

6. Request from Councilor Dalbec for a "Do Not Block Driveway" sign at 1013 Ogden Avenue (No Parking Between Signs). There is a driveway cut at this address, and people are parking there and blocking it.

MOTION by Dan Olson, seconded by Mike Herrick, and carried to place signage for "No Parking Between Signs" at this address.

7. Request from owner of Pizza Man, 1602 Tower, for two-hour parking or no parking on North 16th Street between Tower and Ogden Avenues, review of posted signage, and relocation of a disabled parking sign. The owner, Jeff Anderson, reported that the curb on Tower Avenue has been painted to indicate handicap parking, which should make it more visible. Due to the variety of parking situations on the stretch of block from Tower to Ogden Avenues, Mr. Anderson would like the parking changed to allow better access for his delivery trucks but still allow parking for residents of the apartment building behind his business. It was suggested to make the following changes:

Add "no parking" on the odd side of North 16th Street from Ogden to Tower Avenue (currently there is no night parking between 3-6 a.m. and no parking on the odd side of the street from Ogden west to the alley); both "two-hour parking" and "no night parking 3-6 a.m." from Tower Avenue to the alley on the even side (currently no night parking between 3-6 a.m. and no parking on the even side of the street from Ogden west to the alley); and lastly, add unrestricted parking from alley to Ogden Avenue on the even side.

MOTION by Dan Olson, seconded by Mike Herrick, and carried to approve the changes for parking on North 16th Street.

8. Public Works Assistant Director's Report. The Banks Avenue Phase II contract was awarded to A-1 Construction. A preconstruction meeting was held, and work will begin on approximately June 13, with a 45-working day contract. Tours will be conducted with the Mayor and councilors to identify any concerns in each district. Work on Cell 5 is ongoing—the pipework is done and the lift station is in.

MOTION by Mike Herrick, seconded by Dan Olson, and carried, and the meeting adjourned at 5:35 p.m.

The next Public Works Committee meeting is scheduled for June 15, 2011, 4:00 p.m., in Government Center Board Room 201.

Minutes submitted to the Council Meeting of June 7, 2011.

City Clerk's Office - Miscellaneous License Applications

Approvals have been requested and/or obtained, and can be approved contingent upon meeting all Code Requirements

Tavern Operators 2011-2013

April	Popelka
Terri	DeCaire
Zachary	St. Arnold
Timothy	Smith
Sherri	Basley
Amanda	Lindseth
Sarah	Lee
Kimberly	Hart
Rikki	Berchild
Michael	Freascher
Mandy	Moore
Erin	Jacobsen
Alyssa	Uotinen
Shari	Sokoloski
Linda	Hunter
Nicole	Nasholm
Linda	Wagner
Ashley	Dalbec-McClellan
Kelli	Barker
Jacqueline	Wiggins

Vehicle for Hire 2011-12

Courtesy Cab
Any Time Taxi

Taxicab Operator 2011-12

Roger Olson
Kori Petralia

Massage Therapy Practitioner

Bethany Ball

Therapeutic Massage/Bodywork Business

Younique Kneads - Bethany Ball

APPLICATION TO AMEND THE PREMISE OF A CLASS B LIQUOR & BEER LICENSE FOR A SPECIAL EVENT

Application must be filed with City Clerk's Office at least 15 days prior to Council action

Date: 5/20/11 What is the special event? Fund Raiser for United Way

Corporation Name: Keyport of Superior, Inc

Trade Name: Keyport Liquor Outlet & Lounge Address: 1900 Belknap Street

Contact Person: Mark Casper Phone: 715-392-5855

Date & Time Effective: From July 9, 2011 6pm To July 9, 2011 11:59pm

Amend the premise to include: Please be specific See Attached Drawing

Do you own the premise to be added to your license? Yes No If No, list owner/s Miner's Inc.

If the property is City-owned, you must sign a lease to cover the amended premises

Band DJ None *Music outdoors is allowed during the special event only: Sunday - Thursday 12:00 p.m. - 10:00 p.m. Friday & Saturday 12:00 p.m. - 12:00 a.m. *If you are having a band you must have a Cabaret license (One Day Cabaret license \$50)

Will food be served? Yes No If Yes, you must contact the Health Dept for their regulations.

What type of fence will you use to keep control of the amended premises? Orange Plastic

What are your plans to respond to emergencies? Call 911 & have Security Personnel on Site

Security personnel to ensure crowd/noise/fire/litter control Yes No

By signing below I accept this license subject to revocation by the Council of the City of Superior, upon violation of any of the provisions of the Alcohol license ordinance.

Signature

(See back for requirements)

Fee: \$25 + \$15 Health (if food at event) = (\$40) Receipt # 1987 Council: 6/7/11

Approvals: Police Chief Date Fire Inspector Date Health Inspector Date

Please return to Linda Byrnes, Deputy City Clerk 395-7595 by: 6/6

Avenue

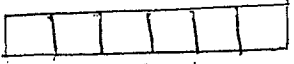
200'

Entrance/Exit

20'

Keyport Lounge
Keyport Liquor Outlet

Keyport Liquor Outlet & Lounge



Toilets

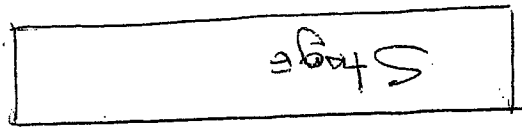
Fire Extinguisher

Garbage

Amended Premise

Fire Extinguisher

Garbage



Stage

Fire Extinguisher

Garbage

Beer Sales



Ballroom Street



SUPERIOR

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7.1
Finance Department
Jean Vito, Finance Director

Phone: (715) 395-7260
Fax: (715) 395-7292

1316 North 14th Street, #235
Superior, WI 54880
Website: www.ci.superior.wi.us

E-mail: finance@ci.superior.wi.us

May 31, 2011

Agenda Date: 6/7/11

TO: Mayor Bruce C. Hagen and Members of the City Council
CC: Terri Kalan, City Clerk
FROM: Jean D. Vito, Finance Director *JV*
RE: Agenda Item – Animal Shelter Project Advisory Group

Introduction/Background

On May 3, 2011, the city council approved the Animal Allies Consultation & Coordination Proposal to the City of Superior. Part of this proposal outlined the establishment of a Project Advisory Group that would help make recommendations to the City of Superior's internal working group.

Discussion

Please see Attachment A for a description of the Project Advisory Group as well as the individuals recommended for membership in the group.

Recommendation

It is requested that the city council approve the Project Advisory Group as outlined in Attachment A.

Recommended:

Bruce C. Hagen

Mayor Bruce C. Hagen

5/31/11

Date

Project Advisory Group

This group of individuals representing various stakeholders, both private and government entities, will make recommendations to the City of Superior internal working group.

The project advisory group will consist of several members of the City of Superior Animal Shelter Task Force that was convened in May 2010 to review and make recommendations to the City Council from the HSUS report. Ideally, the project advisory group will be made up of no more than 17 members. Some potentially identified members as previously discussed are outlined below:

- ❖ City elected officials (Mayor Bruce Hagen & Councilor Mick McKenzie)
- ❖ County elected officials (Chair Doug Finn with Board Member Bean Prettie as alternate)
- ❖ Key City of Superior staff (Jean Vito, Jeff Goetzman & Frog Prell)
- ❖ Representatives from known private stakeholders
 - Animal Rescue Federation (2 Board members: Dan O'Neil & Norma Stevenson)
 - Humane Society of Douglas County (2 Board member: Michelle Porter & Marcy Darby)
 - Animal Allies Humane Society (2 Board members: Jennifer Allen & Cheryl Meese)
- ❖ Government stakeholders including key Douglas County staff (Andy Lisak)
- ❖ Relevant community leaders such as veterinarians (Dr. Bob McClellan)
- ❖ Business leaders (Dave Minor & Don Greely)

The advisory group will commence formation upon selection of the needs assessment vendor through the completion of the final architectural design. The meetings will take place on a monthly basis or as needed in the Government Center council chambers. It may be recommended that the advisory members attend relevant City Council meetings throughout various points in the project to show community support.

Outline of Tasks/ Scope of Work

Needs Assessment (June- Sept)

- Participation in the needs assessment initial on-site vendor meeting.
- Gathering of information to efficiently and accurately complete needs assessment before, during and after the vendor's visit.
- Provide feedback and suggested revisions on the vendor draft report.
- Provide feedback and input on the final site recommendation.

Architectural & Equipment Review (Sept- Dec)

- Attend any presentations done by the national architect.
- Review draft schematic architectural designs and identify changes.
- Review final architectural design and identify changes.
- Review recommendations on specialized materials, equipment and systems specific to animal shelters.



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Mayor Bruce Hagen

1316 North 14th Street, #301
 Superior, WI 54880
 Website: www.ci.superior.wi.us

May 31, 2011

Council Agenda Date: June 7, 2011

TO: Members of the Common Council
 FROM: Mayor Bruce C. Hagen *BCH*
 RE: ***Council Confirmation of Public Works Director – Jeff Goetzman***

Recommendation: Approve appointment of Jeff Goetzman to the Public Works Director position at a salary of \$90,104.

Per City Ordinances, Section 2-163 & 42-21(5)*, I am recommending your confirmation of Jeff Goetzman to the position of Public Works Director. I am also asking your concurrence to appoint him at Step 5 of the salary range for the position, \$90,104. Because the salary is beyond Step 4, City Policy requires Council approval of the salary step.

Jeff has a degree in Civil Engineering and is licensed as a Professional Engineer in the State of Wisconsin. He has 18 years of experience as a civil engineer, and has been involved with design and construction administration of roads, bridges, storm water facilities, sanitary sewers and water mains. He has worked for the City of Superior for the last 3.5 years as the Assistant Public Works Director. Jeff was previously employed as a Project/Office Manager for Short Elliot Hendrickson, in charge of their Virginia office, which primarily did work for Iron Range municipalities. He was the official appointed City Engineer for six Iron Range cities. Jeff also worked for St. Louis County as a Resident Engineer. In all of these positions he has had experience working with budgets, managing employees, working closely with the public at all levels and conducting public meetings and presentations.

I strongly believe that Jeff has the qualities and experience that we are looking for in this position. If you would like to discuss Jeff's qualifications further, please contact me prior to the Council meeting and I can provide you with more details.

*City Ordinance, Section 2-163: The director of public works shall be appointed by the mayor, with the approval of the common council to serve in that capacity for the duration of his or her good behavior and satisfactory service, at a salary to be fixed by the common council.

Members of the Common Council
Page Two
May 31, 2011

City Ordinance, Section 42-21(5): (5)*Appointment or promotion of employees.* ... the appointment or promotion of city officers and of the regular full-time department heads and supervisory nonunion employees shall not become effective without confirmation by the common council.

Thank you for your consideration.

ck



Office of the Mayor

SUPERIOR

WISCONSIN

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Mayor Bruce Hagen

1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

May 31, 2011

Council Agenda Date: June 7, 2011

TO: Members of the Common Council
FROM: Mayor Bruce C. Hagen *BCH*
RE: ***Council Confirmation of Assistant Public Works Director – Todd Janigo***

Recommendation: Approve appointment of Todd Janigo to the Assistant Public Works Director position.

Per City Ordinance, Section 42-21(5)*, I am recommending your confirmation of Todd Janigo to the Assistant Public Works position.

Todd has a degree in Civil Engineering, with an emphasis in transportation construction management. He has been the City's Street Superintendent for the last four years, and was the ESD Collections System Manager and an Engineering Technician with the City prior to that. Todd began working for the City in September 2003 through a temp service agency. Preceding City employment, Todd has over ten years of engineering experience working in the construction field as a Project Engineer and Project Manager. In all of these positions he has had experience working within budgets, managing employees and working closely with the public at all levels. Todd would be appointed at Step 3 of the salary range for the position, \$75,869. Because the salary is less than Step 5, City Policy does not require Council approval of the salary.

I strongly believe Todd has the qualities and experience we need in this position. If you would like to discuss Todd's qualifications further, please contact me prior to the Council meeting and I can provide you with more details.

*City Ordinance, Section 42-21(5): (5) *Appointment or promotion of employees.* ... the appointment or promotion of city officers and of the regular full-time department heads and supervisory nonunion employees shall not become effective without confirmation by the common council.

c: Jeff Goetzman, Assistant Public Works Director



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Mayor Bruce C. Hagen

1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

May 24, 2011

Council Meeting: June 7, 2011

MEMORANDUM

TO: Members of the Common Council
FROM: Mayor Bruce C. Hagen *BCH*
RE: *Committee Appointments – Bob Browne*

This memo is to request your approval to appoint Councilor Bob Browne to the following Committees, to serve on my behalf and to keep me informed of issues that arise.

Lake Superior Estuarine Research Reserve (LSNERR).

The LSNERR is a collaborative effort between the WI-Extension, UWS, UW-Sea Grant, City of Superior, Douglas County, Fond du Lac Band and Lake Superior Chippewa, WI Coastal Management Program and DNR. Designation of LSNERR allows Wisconsin to capture federal funding to be used to conduct research, education and management activities that address important issues for coastal communities and further protect the St. Louis River and Lake Superior.

Great Lakes St. Lawrence Cities Initiative (GLSLCI).

GLSLCI is a binational coalition of mayors and other local officials that work actively with federal, state and provincial governments to advance the protection and restoration of the Great Lakes and the St. Lawrence River.

Thank you for your consideration.

rg



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Mayor Bruce C. Hagen
1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

May 27, 2011

Council: June 7, 2011

MEMORANDUM

TO: Members of the Common Council
FROM: Mayor Bruce C. Hagen *[Signature]*
RE: *Building Inspection Code Enforcement Division Ad-hoc Committee*

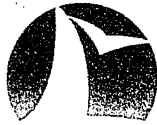
As you know, one of my goals is to establish a citizen committee to provide pertinent information so as to determine future policies and procedures that will enhance overall customer service and effectiveness in the Building Inspection Division.

Below are the members that have agreed to give of their time and serve on this committee:

- Jeff Thompson, Innovations in Quality - Facilitator
- Kevin Peterson, citizen/landlord
- Ron Gustafson, Ideal Homes
- Jeff Liebaert, Tower Plumbing
- Bill Schnell, Bachand Electric
- Doug Monovon, JR Jensen
- Jeff Goetzman, Public Works - Department Head Resource
- Brad Theien, Assessor/GIS - Department Head Resource
- Dan Curran, Chief Building Inspector - Staff Resource
- Peter Kruit, Building Inspector - Staff Resource
- Ed Lambert, Building Inspector - Staff Resource
- Tammy Thibert, Code Compliance - Staff Resource
- Lisa Plachta, Building Inspection Tech. - Staff Resource

I would like to get this process going very soon. Thank you for your cooperation.

rg



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E-mail: mayor@ci.superior.wi.us

Mayor Bruce Hagen

1316 North 14th Street, #301
Superior, WI 54880
Website: www.ci.superior.wi.us

June 1, 2011

Council: June 7, 2011

MEMORANDUM

TO: Members of the Common Council
FROM: Mayor Bruce C. Hagen *BCH*
RE: ***Douglas County Historical Society Funding***

I am requesting the Council approve re-instating the \$10,000 funding to the Douglas County Historical Society.

Attached is a copy of a memo from Jean Vito, Finance Director outlining which account the funding would be appropriated from. If you have any questions or concerns, please do not hesitate to contact me.

Thank you for your consideration.

rg
Attachment



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Finance Department
Jean Vito, Finance Director

Phone: (715) 395-7260

Fax: (715) 395-7292

E-mail: finance@ci.superior.wi.us

1316 North 14th Street, #235

Superior, WI 54880

Website: www.ci.superior.wi.us

May 31, 2011

Agenda Date: 6/7/11

TO: Mayor Bruce C. Hagen
CC: Terri Kalan, City Clerk
FROM: Jean Vito, Finance Director *JV*
RE: Agenda Item – Annual Funding for Douglas County Historical Society

Introduction/Background

You have made a request to reinstate the \$10,000 annual funding for Douglas County Historical Society beginning this year.

Discussion

The last year of funding for the organization was in 2009. During that year the City of Superior purchased the Pattison Collection from DCHS which was and is currently housed at the Fairlawn Museum. In addition, the city council at that time discontinued the annual funding of DCHS.

Funding Source

An available source for this funding would be the Government Affairs division of the General Fund.

Recommendation

If the city council approves this funding, it is recommended that a transfer from the government Affairs division of the General Fund be made to provide funding.

April 27, 2011

Council Meeting: May 3, 2011

MEMORANDUM

TO: Members of the Common Council

FROM: Dan Olson, Council President
Mike Herrick, Council Vice President

RE: *Amended Council Committee Appointments - 2011-2012*

City-wide Labor Management	Finsland
Deer Committee	Browne
Development Association.....	Bridge
Douglas County Historical Society.....	Bender
Finance Committee	Bridge, Olson, Finsland, Herrick (Alt)
Golf Course Committee	MacKenzie
Head of the Lakes Fair Board.....	Olson
Human Resources Committee	Finsland, Herrick, McDonald, Browne (Alt)
Library Board	McDonald
*License and Fees Committee.....	Finsland, Stenberg, Herrick, Olson (Alt)
Mayor's Commission on Disabilities	Finsland
Metropolitan Interstate Committee.....	Bender, Olson, Browne
Parks & Recreation Commission.....	Bridge, Joyal
Plan Commission.....	Bridge, MacKenzie, Joyal
Police & Fire Commission.....	Herrick
Public, Education & Govt. Access (PEGA)	Stenberg
Public Safety Committee.....	Olson, MacKenzie, Bender, McDonald Alt)
Public Works Committee.....	Herrick, Olson, MacKenzie, Finsland (Alt)
Redevelopment Authority of the City of Superior (RACS).	Herrick
Superior-Douglas Co. Convention & Visitor Bureau.....	Bender
Superior Public Museums Board.....	Browne
Superior Senior Center.....	Joyal
Superior Tourism Development Foundation.....	Bender, McDonald
Urban Forestry Tree Board.....	Stenberg

***Councilor Olson assigning himself as the alternate on the License & Fees Committee**

Date: May 19, 2011

Council Date: June 7, 2011

MEMORANDUM

TO: Honorable Mayor Hagen and Members of the Common Council

FROM: Jason Serck, AICP JS/KC
Planning & Port Director

RE: Glen Pratt's Request for a Special Use Permit

NUMBER: SUP 11-01

INTRODUCTION - The Department of Planning and Development has received an application from Glen Pratt, owner of Napa Auto Parts, 3305 Tower Avenue, Superior, Wisconsin, for a Special Use Permit for outdoor sales (agricultural use).

BACKGROUND - The property is located in a C2, Highway Commercial District. The operation of agricultural outdoor sales is an allowable use with a Special Use Permit in accordance with Zoning Code Section 122-614(1).

The Plan Commission approved this special use permit application at its May 18, 2011 meeting.

CONCLUSION - Please approve this resolution.

SDP 11-01
A-6.

SPECIAL USE PERMIT APPLICATION

SECTION I

Name: Napa Auto Parts Date: 4-1-11

Address: 3305 Tower Ave

City: Superior State: WI Zip code: 54874

Telephone: 715-394-7278

Street address of vendor's site: Same

Owner of site: Glen Pratt

Address of owner: 5060 Willoughby Lane

City: Hermantown State: MN Zip code: 55810

Owner's telephone number: 218-522-0527

Dates of operation: May 2011 to Nov 2011

Hours of operation: 8 AM to 7 PM

Products for sale: Produce - corn, pumpkins, berries, etc.

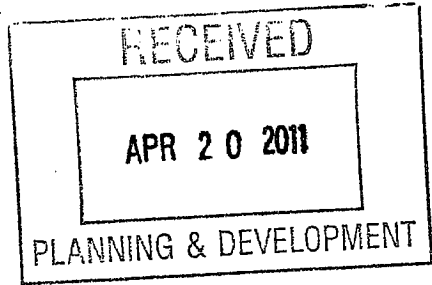
SECTION II

A building elevation drawing must be included. Please attach to this application.

SECTION III

Please provide a site plan on the back of this application. Site plan information must include:

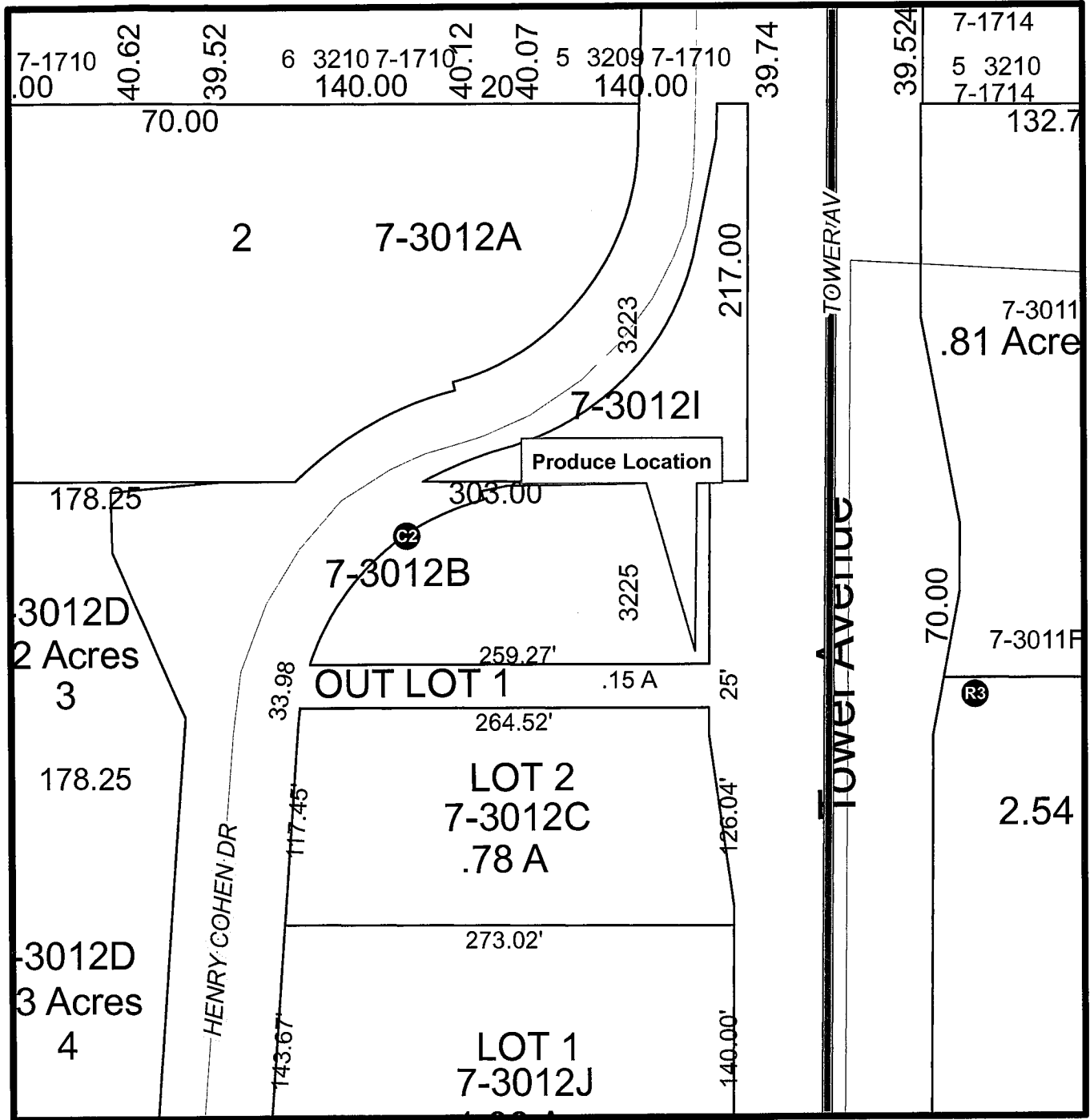
1. Footprint of building with required setbacks
2. Off-street parking
3. Location of signage
4. Entrances and exits to site
5. Landscaping plans
6. Location of utilities at site
7. Show adjacent streets and alleys



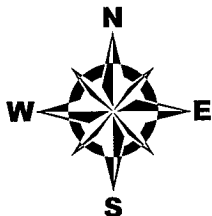
[Signature]
Signature of applicant

SITE PLAN: All drawings must be to scale. Indicate scale used and note "North" on site plan.

VD Paid 4/20/11



NAPA/Pratt Special Use Permit Request



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RESOLUTION #R11-12993

RESOLUTION INTRODUCED BY THE CITY PLAN COMMISSION AUTHORIZING A SPECIAL USE PERMIT FOR AGRICULTURAL OUTDOOR SALES AT 3305 TOWER AVENUE, SUPERIOR, WISCONSIN.

WHEREAS, Napa Auto Parts, 3305 Tower Avenue, Superior, has requested the City of Superior grant a Special Use Permit to conduct agricultural outdoor sales at 3305 Tower Avenue, Superior, Wisconsin, pursuant to Section 122-614(1) of the City Code of Ordinances; and

WHEREAS, the City Plan Commission did heretofore approve said request at a public hearing held on May 18, 2011;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Superior that a Special Use Permit be issued to Napa Auto Parts, Superior, Wisconsin, to conduct agricultural outdoor sales at 3305 Tower Avenue, Superior, Wisconsin.

SECTION 1. This Resolution shall take effect upon adoption.

Passed and adopted this 7th day of June, 2011.

Mayor

Attest:

City Clerk

Date: May 19, 2011

City Council Date: June 7, 2011

MEMORANDUM

TO: Mayor Hagen and Members of the Common Council

FROM: Jason Serck, AICP JS/KA
Planning and Port Director

RE: Arnold and Jane Prochazka's Request to Vacate an Alley

NUMBER: VAC 11-02

INTRODUCTION – The City of Superior has received a vacation request from Arnold and Jane Prochazka, 2416 East 8th Street, Superior, Wisconsin, to vacate a portion of the alley between 24th and 25th Avenue East and East 8th and East 9th Streets. The property is legally described as:

The portion of the alley located between West 8th and West 9th Streets and 24th Avenue East (Stinson) and 25th Avenue East (Newton) abutting Lots 193 thru 217, odd numbers, Townsite of Superior, West 9th Street; and Lots 194 thru 218, even numbers, Townsite of Superior, West 8th Street, City of Superior, Douglas County. a/k/a parcels 01-2655 and 01-2352.

BACKGROUND – The property is currently zoned R1B, One-Family Residential District. The request is being made in order to extend the yard. The Prochazkas own abutting property on both sides of the alley.

All applicable city departments and utility companies were notified of this vacation request.

The Plan Commission approved this item at its May 18, 2011 meeting.

RECOMMENDATION - Please set a public hearing for this vacation request.

PETITION FOR VACATION OF ALLEY(S) OR STREET(S)
CITY OF SUPERIOR, WISCONSIN

TO: Mayor, Common Council and Plan Commission
City of Superior, City/County Building, 1316 North 14th Street, Superior, WI 54880

I (We), the undersigned, do hereby petition the City of Superior to vacate (give the street name or location of the street or alley):

Alley between West 8th & West 9th and 24th Ave E
and 25th Ave E, Lots Abutting 194-218 and 193-217

IN SUPPORT OF THIS REQUESTED STREET/ALLEY VACATION, the following is hereby presented:

1. Attached is a sketch or copy of the plat of the area showing the requested street/alley vacation. This map must agree with the legal description of the property described in Item 2 below.
2. The property abutting the proposed vacation is legally described as: _____

3. Please state the reason for this request and the intended use of the property:

Own land on both sides of alley ... extension of
Property already owned

4. The petitioner hereby agrees to accept said property described above and shown on the attached sketch or plat, subject to the conditions set forth by the City Council and City's Zoning Ordinance including, but not limited to, the right of the of the City and/or utility companies to retain any easement, drainage way, or flood plain land for the purpose of maintaining, conducting or constructing any required existing or future services or facilities on said easement, which would serve or protect the public.
5. The facts presented herein and attached are true and correct to the best of my (our) knowledge.

Submitted this 14 day of April, 2011.

PETITIONER'S SIGNATURE: Arnold R. Prochazka

Petitioner PRINT NAME: Arnold Prochazka

ADDRESS: 2416 E 8th St. Superior, WI

54880

Paid 4/20/11 (K)

TELEPHONE: 715-392-6239

Check one to explain your interest in the property abutting this alley/street:

Property Owner Option Holder Contract Purchaser Authorized Agent

Co-petitioner PRINT NAME: Jane Prochazka

ADDRESS: 2416 E. 8th St. Superior, WI

TELEPHONE: 715-392-6239

Check one to explain your interest in the property abutting this alley/street:

Property Owner Option Holder Contract Purchaser Authorized Agent

Co-petitioner's SIGNATURE: Jane Prochazka

Co-petitioner PRINT NAME: _____

ADDRESS: _____

TELEPHONE: _____

Check one to explain your interest in the property abutting this alley/street:

Property Owner Option Holder Contract Purchaser Owner's Authorized Agent

Co-petitioner's SIGNATURE: _____

Co-petitioner PRINT NAME: _____

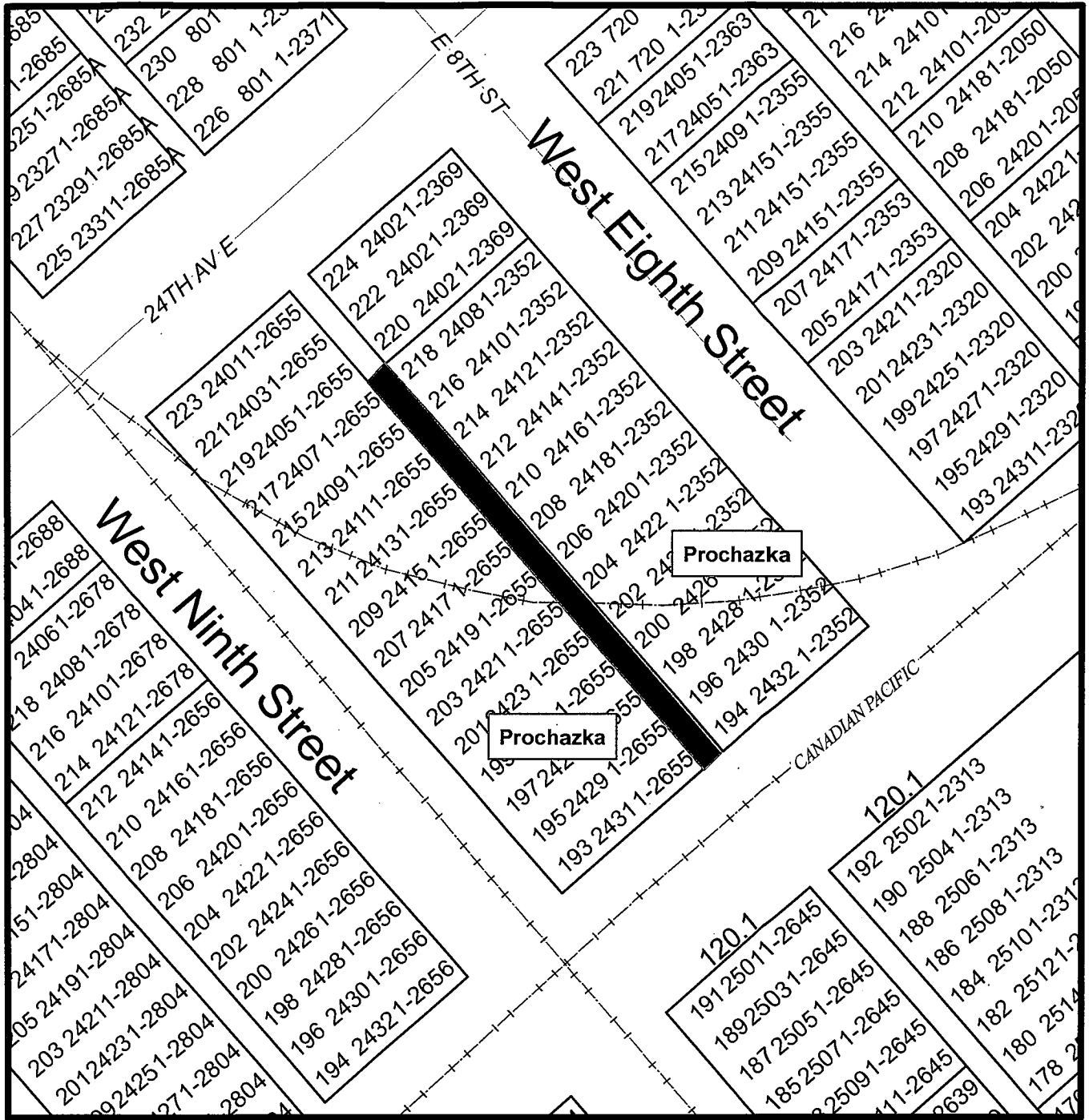
ADDRESS: _____

TELEPHONE: _____

Check one to explain your interest in the property abutting this alley/street:

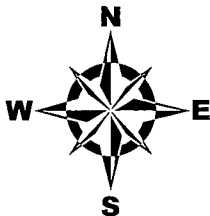
Property Owner Option Holder Contract Purchaser Authorized Agent

Co-petitioner's SIGNATURE: _____



Prochazka Alley Vacation Request

Area to be vacated in bold black.



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RESOLUTION #R11-12994

RESOLUTION INTRODUCED BY THE PLAN COMMISSION DETERMINING IT TO BE IN THE PUBLIC INTEREST TO VACATE AND DISCONTINUE THE CERTAIN ALLEY REFERRED TO IN THE RESOLVING CLAUSE OF THIS RESOLUTION AND PROVIDING FOR A PUBLIC HEARING THEREON.

WHEREAS, the following described alley in the City of Superior, Wisconsin is platted and it is deemed necessary and in the public interest to vacate said alley pursuant to Section 66.1003 of the Wisconsin Statutes; and

WHEREAS, the City Plan Commission did heretofore approve and recommend said vacation at its meeting of May 18, 2011;

NOW, THEREFORE, BE IT RESOLVED that the public interest requires that the following described alley be vacated and discontinued, subject to all utility and/or sewer easements existing thereon, future construction and maintenance rights and access, including access rights incidental to those easements:

The portion of the alley located between West 8th and West 9th Streets and 24th Avenue East (Stinson) and 25th Avenue East (Newton) abutting Lots 193 thru 217, odd numbers, Townsite of Superior, West 9th Street; and Lots 194 thru 218, even numbers, Townsite of Superior, West 8th Street, City of Superior, Douglas County. a/k/a parcels 01-2655 and 01-2352.

BE IT FURTHER RESOLVED that a public hearing on this resolution be held by the Common Council of the City of Superior at 6:30 p.m. on the 19th day of July, 2011, in the Government Center Board Room 201, and that notice of said hearing be given to all interested persons in the manner provided by law.

Passed and adopted this 7th day of June, 2011.

Mayor

Attest:

City Clerk

RESOLUTION #R11-12995

RESOLUTION BY MAYOR BRUCE HAGEN OPPOSING GOVERNOR WALKER'S BUDGET PROPOSAL TO SEPARATE UW-MADISON FROM THE OTHER STATE-FUNDED UNIVERSITY SYSTEM INSTITUTIONS, AND SUPPORT THE CONCEPT AS OUTLINED IN THE WISCONSIN IDEA PARTNERSHIP.

WHEREAS, the University of Wisconsin System has worked well for over 40 years, serving students faculty, taxpayers, businesses and local communities throughout Wisconsin; and

WHEREAS, Governor Walker's budget, proposes the University of Wisconsin-Madison, be established as a separate entity from the other University of Wisconsin system institutions, leading to duplication, competition and negative impacts to reputable campuses and divisions of the UW system; and

WHEREAS, the Wisconsin Idea Partnership offers access, affordability and accountability, incorporating the following four attributes:

- **Simple-** it requires changes to existing state law rather than radical, hasty restructure;
- **Reasonable -** it seeks the same functional benefits offered to UW-Madison in the Governor's budget;
- **Equitable -** it offers those same benefits to all the UW system institutions and students, including UW-Superior; and
- **Accountable -** under one system, Wisconsin taxpayers and legislators can hold all UW institutions accountable to the same high standards and compare performance using standardized measures.

NOW, THEREFORE, BE IT RESOLVED, that the City Council opposes Governor Walker's budget proposal to separate UW-Madison from the other state-funded University of Wisconsin system institutions, and support the concept as outlined in the Wisconsin Idea Partnership;

BE IT FURTHER RESOLVED, that upon approval, copies of this resolution be sent to Governor Walker, Senator Jauch, Representatives Milroy, Bewley and Rivard, UW Board of Regents President Pruitt, UW System President Riley and UW-Superior Chancellor.

Passed and adopted this 7th day of June, 2011

Attest:

Mayor

City Clerk

RESOLUTION #R11-12996

**RESOLUTION INTRODUCED BY THE COMMUNITY DEVELOPMENT DIVISION
TO SET A PUBLIC HEARING IN ORDER TO SUBSTANTIALLY AMEND AND
REALLOCATE DOLLARS TO THE 2011 COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) ACTION PLAN**

WHEREAS, the City of Superior is designated by the U. S. Department of Housing and Urban Development (HUD) as an entitlement community for the receipt of direct funding under the Community Development Block Grant (CDBG) program; and

WHEREAS, the US Department of Housing and Urban Development (HUD) requires local communities to hold public hearings before approval of the Consolidated Plan, the Annual Action Plan and its amendments and the Consolidated Annual Performance and Evaluation Report (CAPER); and

WHEREAS, HUD has advised the City of Superior that the 2011 CDBG allocation has been reduced by 16.5% in relation to the actual 2010 CDBG budget; and

WHEREAS, to reduce the impact to some of the CDBG programs, planning staff is recommending a reallocation of previous years funding so that projects can be completed.

NOW, THEREFORE, BE IT RESOLVED that a public hearing will be held by the Common Council of the City of Superior at 6:30 p.m. on the 19th day of July, 2011 in Board Room 201 of the Government Center, 1316 N. 14th Street.

Passed and adopted this 7th day of June, 2011.

Approved this 7th day of June, 2011.

Mayor Bruce Hagen

Attest:

Terri Kalan, City Clerk

ORDINANCE #O11-3768

**AN ORDINANCE INTRODUCED BY THE PUBLIC WORKS COMMITTEE
AMENDING THE CITY CODE, CHAPTER 112, TRAFFIC CODE, ARTICLE VII,
SCHEDULE E, NO PARKING IN DESIGNATED SPACES**

The Common Council of the City of Superior, Wisconsin, does ordain as follows:

SECTION 1. Chapter 112, Traffic Code, Article VII, Schedule E, No Parking in Designated Spaces of the City Code is hereby amended by **adding** the following:

SECTION 2. NO PARKING BETWEEN SIGNS
Ogden Avenue – 1013 Ogden Avenue (on each side of driveway entrance)

SECTION 2. Signs. The Department of Public Works is hereby authorized and directed to erect official traffic signs.

SECTION 3. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof.

SECTION 5. This ordinance shall take effect and be in force from and after its passage and publication, as provided by law.

Passed and adopted this 7th day of June, 2011

Approved this 7th day of June, 2011

Mayor

Attest:

City Clerk

ORDINANCE # O11-3769

**AN ORDINANCE INTRODUCED BY THE PUBLIC WORKS DEPARTMENT
AMENDING THE CITY CODE, CHAPTER 112, TRAFFIC CODE, ARTICLE III,
PARKING; SCHEDULE C, NO PARKING ON ODD-NUMBERED SIDE OF STREET**

The Common Council of the City of Superior, Wisconsin does ordain as follows:

SECTION 1. City Code Chapter 112, Traffic Code, Article III, Parking; Schedule C, No Parking on Odd-Numbered Side of Street, is hereby changed by **amending** the following under:

SECTION 1. No Parking on Odd Side of Street

North 16th Street – ~~from~~ between Ogden Avenue and west to ~~alley~~ Tower Avenue

SECTION 2. Signs. The Department of Public Works is hereby authorized and directed to erect official traffic signs.

SECTION 3. All ordinance and parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof.

SECTION 5. This ordinance shall take effect and be in force from and after its passage and publication, as provided by law.

Passed and adopted this 7th day of June, 2011.

Approved this 7th day of June, 2011.

Mayor

Attest:

City Clerk

ORDINANCE # O11-3770

**AN ORDINANCE INTRODUCED BY THE PUBLIC WORKS DEPARTMENT
AMENDING THE CITY CODE, CHAPTER 112, TRAFFIC CODE, ARTICLE III,
PARKING; SCHEDULE D, NO PARKING ON EVEN-NUMBERED SIDE OF STREET**

The Common Council of the City of Superior, Wisconsin does ordain as follows:

SECTION 1. City Code Chapter 112, Traffic Code, Article III, Parking; Schedule D, No Parking on Even-Numbered Side of Street, is hereby amended by **deleting** the following under:

SECTION 1. No Parking on Even Side of Street

North 16th Street – from Ogden Avenue west to the alley

SECTION 2. Signs. The Department of Public Works is hereby authorized and directed to remove official traffic signs.

SECTION 3. All ordinance and parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof.

SECTION 5. This ordinance shall take effect and be in force from and after its passage and publication, as provided by law.

Passed and adopted this 7th day of June, 2011.

Approved this 7th day of June, 2011.

Mayor

Attest:

City Clerk

ORDINANCE # O11-3771

**AN ORDINANCE INTRODUCED BY THE PUBLIC WORKS DEPARTMENT
AMENDING THE CITY CODE, CHAPTER 112, TRAFFIC CODE, ARTICLE III,
PARKING; SCHEDULE F, LIMITED TIME PARKING**

The Common Council of the City of Superior, Wisconsin does ordain as follows:

SECTION 1. Schedule F, Limited Time Parking of City Code Chapter 112, Traffic Code, is hereby amended by **adding** the following:

SECTION 1. Two-Hour Parking Only Between the Hours of 7:00 a.m. and 7:00 p.m.

North 16th Street – from Tower Avenue east to alley

SECTION 2. Signs. The Department of Public Works is hereby authorized and directed to erect official traffic signs.

SECTION 3. All ordinance and parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other section, subsection, sentence, clause or phrase or portion thereof.

SECTION 5. This ordinance shall take effect and be in force from and after its passage and publication, as provided by law.

Passed and adopted this 7th day of June, 2011.

Approved this 7th day of June, 2011.

Mayor

Attest:

City Clerk

ORDINANCE # 011-3772

**AN ORDINANCE INTRODUCED BY THE PUBLIC WORKS COMMITTEE
AMENDING THE CITY CODE, CHAPTER 112, TRAFFIC CODE, ARTICLE III,
SCHEDULE G, NO NIGHT PARKING.**

The Common Council of the City of Superior, Wisconsin does ordain as follows:

SECTION 1. Chapter 112, Traffic Code, Article III, Schedule G, No Night Parking-
Section 1, No Parking Between 3:00 A.M. and 6:00 A.M. is hereby changed by **amending** the
following:

North 16th Street – from Banks and Ogden Avenue to **alley east of Tower
Avenue.**

SECTION 2. Signs. The Department of Public Works is hereby authorized and directed
to move official traffic signs.

SECTION 3. All ordinance and parts of ordinances in conflict herewith are hereby
repealed.

SECTION 4. If any section, subsection, sentence, clause or phrase of this ordinance is
for any reason held to be invalid or unconstitutional by reason of any decision of any court of
competent jurisdiction, such decision shall not affect the validity of any other section, subsection,
sentence, clause or phrase or portion thereof.

SECTION 5. This ordinance shall take effect and be in force from and after its passage
and publication, as provided by law.

Passed and adopted this 7th day of June, 2011.

Approved this 7th day of June, 2011.

Mayor

Attest:

City Clerk