MARINETTE SPECIAL FINANCE & INSURANCE, PERSONNEL & LICENSE, PUBLIC WORKS & COMMON COUNCIL PACKET FOR
TUESDAY SEPTEMBER 1, 2020 MEETING AT CITY HALL COMMON COUNCIL CHAMBERS, 1905 HALL AVENUE – IN
CONSIDERATION OF OTHERS, PLEASE MUTE ALL ELECTRONIC DEVICES AND PLEASE WEAR A FACE MASK
PUBLIC HEARINGS & SPECIAL MEETINGS PRIOR TO THE COMMON COUNCIL MEETING
(A quorum of Common Council members may be present at the special meetings and Public Hearings)

5:00PM- SPECIAL PERSONNEL & LICENSE AGENDA

a. Call to order
b. Roll Call
c. Discussion and possible recommendation to the Common Council regarding Job Description for Chief Mechanic and Wage Scale for Class 3, 4 & 5 Department of Public Works Employees. (see attached).
d. Adjourn

Committee Chairperson Keller

5:30 PM- SPECIAL FINANCE & INSURANCE AGENDA

a. Call to order
b. Roll Call
c. Discussion and possible recommendation to the Common Council regarding two Business Development Loans.
d. Discussion and possible recommendation to the Common Council purchase of Watchguard server and licensing for the Police Department.
e. Adjourn

Committee Chairperson Kowalski

5:50 PM SPECIAL PUBLIC WORKS COMMITTEE MEETING

a. Call to order
b. Roll Call
c. Discussion and Possible Recommendation to the Common Council regarding amendment #1 to the AYRES Associates Professional Services Agreement to provide inspection services for the Huttle Street Bridge Fishing Platform Repairs. (see attached).
d. Discussion and possible recommendation to the Common Council regarding bid results for Storage Building Addition (see attached).
e. Adjourn

Committee Chairperson Keller

6:00 PM – REGULAR CITY OF MARINETTE COMMON COUNCIL MEETING AGENDA

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CITIZEN COMMENTS (Limited to five (5) minutes per person per Municipal code on agenda items only)
4. APPROVAL OF COMMON COUNCIL MEETING MINUTES FROM August 4th, & Special August 6th and August 17th, 2020.
5. REPORTS FROM DEPARTMENTS, CITIZEN BOARDS AND COMMISSIONS (This item shall include a written monthly financial report from Marinette Water and Wastewater Utilities Commissions.) (Page #’s 25 –40)
6. ACCEPTANCE OF STANDING COMMITTEE MINUTES (Page #’s 41–111) ((Finance & Insurance Committee minutes-August 18th, 2020, Civic Affairs Cemetery, Traffic & Lights minutes- July 17th, 2020, Board of Public Works Committee minutes – August 18th, 2020 Public Safety, Code Enforcement August 17th, 2020, Parks & Recreation Committee minutes- August 17th, 2020, Personnel & License August 18th, 2020, Plan Commission minutes – August 5th, 2020).

7. MAYOR’S REPORT

Cc: Common Council members w/enc; Mayor w/enc; City Attorney w/enc; Public Works Director w/enc; Police Chief w/e-mailed enc; Finance Director w/e-mailed enc; City Clerk w/enc; City Assessor w/e-mailed enc; Fire Chief w/e-mailed enc; all other Department Heads; Bay Cities Radio w/e-mailed enc; Eagle Herald w/e-mailed enc; Peshtigo Times w/e-mailed enc; web site & City Hall Bulletin Board.
8. NEW BUSINESS
   a. Discussion and possible action regarding Tourist Information center (TIC) Grant agreement between the WI Department of tourism and the Marinette Recreation Department. (see attached)

9. FINANCE AND INSURANCE COMMITTEE (Committee Chairperson Kowalski)
   a. Recommendation to grant advance authorization to pay August 2020 expenditures pursuant to WI Stat. § 66.0609 contingent upon final review & approval of City of Marinette Finance and Insurance Committee.
   b. Consideration and approval of the July 2020 budget reports.
   c. Consideration of recommendation regarding business development loan funds-previously CDBG Loans.
   d. Consideration of recommendation regarding business development loan in default.
   e. Consideration of recommendation regarding two Business Development Loans.
   f. Consideration of recommendation regarding purchase of Watchguard server and licensing for the Police Department.

10. PERSONNEL AND LICENSE COMMITTEE (Committee Chairperson Keller)
    a. Consideration of recommendation regarding Temporary Class “B” fermented malt beverage license application to American Legion Baseball of Marinette, Inc. for a tournament to be held at 1401 Ridge Street on September 26, 2020.
    b. Consideration of recommendation regarding thirteen (13) new Operator license applications.
    c. Consideration of recommendation regarding Job Description/Wage Scale for Chief Mechanic position and Wage Scale for Class 3, 4 & 5 Public Works Employees. (see attached).

11. CIVIC AFFAIRS, TRAFFIC AND LIGHTS & CEMETERY COMMITTEE (Committee Chairperson Flatt)

12. BOARD OF PUBLIC WORKS (Board President Keller)
    a. Consideration of recommendation regarding flooding.
    b. Consideration of recommendation regarding street lights located along USH 41, and the USH 41 Bridge street lights, parapet, and railing.
    c. Consideration of recommendation regarding Bid Results for HVAC Preventative Maintenance & Repair Services.
    d. Consideration of recommendation regarding Consideration Pay Request No. 4 in the amount of $287,006.12, and Change Order No. 3 in the amount of $4,992.48, to Barley Trucking and Excavating, Inc. for the State Street Reconstruction Project, No. 2020-100.
    e. Board of Public Works recommends approval of Ordinance No. 2448 to be considered later on tonight’s agenda.
    f. Consideration of recommendation regarding amendment #1 to the AYRES Associates Professional Services Agreement to provide inspection services for the Hattie Street Bridge Fishing Platform Repairs.
    g. Consideration of recommendation regarding Bid results for Storage Building Addition.

13. PARKS AND RECREATION COMMITTEE (Committee Chairperson Kowalski)
    a. Consideration of recommendation regarding closing Duer Gym.

14. PUBLIC SAFETY AND CODE ENFORCEMENT COMMITTEE (Committee Chairperson Škorik)
    a. Consideration of recommendation regarding approving a $36,000 FEMA Assistance to Firefighters Grant for battery powered extrication equipment.
    b. Consideration of recommendation regarding the purchase of equipment from 5-Alarm Fire and Rescue equipment as a sole source Hurst Tool dealer for our region.
    c. Public Safety, Code Enforcement recommends approval of Ordinance No. 2447 to be be considered later on tonight’s agenda

15. PLAN COMMISSION (Mayor Genisot)

Common Council Agenda Page 2 of 2
15. PLAN COMMISSION (Mayor Genisot)
   a. Plan Commission had no committee meetings in August.

16. TRANSPORTATION COORDINATION COMMITTEE
   a. Transportation Coordination Committee recommends approval of Resolution No 17-2020 to be considered later on tonight's agenda.

17. RESOLUTIONS AND ORDINANCES
   a. Resolution No. – 17-2020 — APPROVING TRANSPORTATION COORDINATION COMMITTEE (SHARED-RIDE TAXI, INC.) RESOLUTION #868 CONTRACTING WITH BAY-LAKE REGIONAL PLANNING COMMISSION (CONTRACT NOT TO EXCEED $2,250) FOR PROFESSIONAL SERVICES OF THE 2021 SHARED-RIDE TAXI PROGRAM GRANT APPLICATION.

   b. Resolution No. – 18-2020- Adopting April 24th, 2020 as Arbor Day.

   c. Resolution No. - 19-2020 - Authorizing the Submission of a Wisconsin Department of Transportation Facilities for Economic assistance (TEA) Grant


   e. Ordinance No. 2447- Amending MMC Chapter 16- Building and Electrical Code.

   f. Ordinance No. 2448 – Creating MMC 16.0417 (c) pertaining to Mandatory Storm Sewer Connection.

18. ADJOURNMENT

Mayor Steve Genisot

Requests from individuals with disabilities who need special accommodations to participate in this meeting or hearing should be made to the City Clerk's Office at 1-715-732-5141
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<td>17f</td>
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</table>
Job Title: Chief Mechanic / Shop Foreman

Department: Department of Public Works
Position Reports to: Public Works Superintendent
Pay Grade Level: Class 5
FLSA Status: Non-Exempt
Position Status: Full Time

JOB ANALYSIS
This position is responsible to supervise and perform equipment and vehicle repair activities and staff, under the Public Works Superintendent’s direction, for the City of Marinette.

ESSENTIAL JOB FUNCTIONS
A. Supervise staff performing automotive, truck, heavy duty construction, equipment and specialized equipment repair and maintenance tasks. Assigns tasks based on mechanic’s abilities and reviews work. Provides technical assistance to staff as needed.
B. Perform equipment/vehicle maintenance and repair tasks such as changing oil and filters; replacing worn brake components; electrical components, hydraulic hoses and controls; overhauling transmissions; replacing engines; grinding rotors and drums; repairing snow plow and grading blades; balancing and mounting tires; welding and torch cutting.
C. Maintain labor records such as time cards, service requests and work reports. Maintains equipment/vehicle maintenance records. Approves vehicle maintenance reports.
D. Inspect and monitor equipment condition and recommends preventive maintenance procedures and material purchases.
E. Direct large-scale or highly technical equipment repair, maintenance activities and orders repair parts as necessary.
F. Ensure safety policy, procedure and program compliance.
G. Respond to field service requests.
H. Participate in on-call duty.
I. Maintain knowledge of current vehicle/equipment repair/maintenance principles, techniques, materials and tools used in the automotive or small to heavy equipment trades.
J. Perform setup and install equipment on new vehicles.
K. Perform supervisory duties including guidance and direction.
L. Review the inventory and condition of the department equipment.
M. Recommend the purchase of new equipment, the repairs of present equipment and utilization of rental equipment when necessary.
N. Assure preventative maintenance, motor pool and housekeeping safety procedures are followed according to Wisconsin Department of Commerce standards.

REQUIRED ABILITIES
A. Ability to analyze data and information using established criteria in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure and/or sort, as well as assemble, copy, record and transcribe date and information. Ability to classify, compute and tabulate data and categorize data.
B. Ability to utilize a variety of advisory data and information such as work requests, maintenance schedules, parts lists and catalogs, technical operating and repair manuals, budgets, purchase orders, invoices, time sheets, procedure and guidelines.
C. Add, subtract, divide and multiply. Calculate percentages, fractions, decimals, volume and ratios. Interpret basic descriptive statistical reports.
D. Maintain knowledge of applicable current local, state and federal laws, rules and regulations.
E. Properly operate tools and machinery.
F. Properly operate power tools and machinery in a construction and/or logging environment.
G. Possess working knowledge of general office procedures, computer hardware/software and office equipment.
H. Communicate effectively orally and in writing.
I. Remain calm and levelheaded in difficult, unexpected or emergency situations.
J. Establish and maintain an effective working relationship with department heads, employees, general public and other agency staff.

K. Apply excellent trouble shooting skills.

L. Define problems, collect data, establish facts and draw valid conclusions.

M. Perform effectively under tight time frames and demanding schedules.

N. Plan and monitor assigned activities.

O. Prioritize multiple tasks and meet scheduled deadlines.

P. Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.

Q. Work as a team player in the absence of/or with minimal supervision.

R. Manage unexpected changes within job duties.

S. Work independently and exercise sound professional judgment.

T. Utilize authority effectively.

U. Plan, organize and direct the work of others.

QUALIFICATIONS
A. Requires a High School diploma or equivalent.
B. ASE (Automotive Service Excellence) Certification for heavy and medium duty diesel truck, light duty, and automotive vehicles.
C. Requires 3 year's experience with progressive mechanic/vehicle/equipment shop experience.
D. Possess and maintain an insurance acceptable Wisconsin driver's license
E. Possess and maintain a valid Class B Commercial Driver's License (CDL).
F. Tanker endorsement required within six months of hire.

ENVIRONMENTAL CONDITIONS OF THE WORKPLACE
A. Work indoors in a controlled environment.
B. Work outdoors exposed to changing weather conditions.
C. Work outdoors but in the confines of a vehicle.
D. Work in wet or humid conditions.
E. Deal with challenges and criticism on a regular basis.
F. Work near moving mechanical parts on a regular basis.
G. Subject to fumes or airborne particles.
H. Subjected to toxic or caustic chemicals.
I. Adapt to rapid changes in environmental conditions.
J. Interact with abusive and/or difficult individuals occasionally.
K. Work in fast-paced high-pressure situations.

PHYSICAL DEMANDS
A. Requires hand-eye coordination.
B. Stand for long periods of time.
C. Work with vibrating tools or equipment when necessary.
D. Crawl into, under or around confined spaces.
E. Stoop, kneel, crouch or crawl frequently.
F. Bend, squat, stretch, and twist frequently.
G. Coordinate eyes, hands, feet and limbs in performing semi-skilled movements such as assembling.
H. Lift and/or carry up to 50 pounds frequently, occasionally lifting in excess.

ADDITIONAL DUTIES
A. Perform additional duties as assigned.
B. Work outside of normal hours when necessary.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE EMPLOYEE ASSIGNED TO THIS POSITION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB RESPONSIBILITIES AND DUTIES PERFORMED BY PERSONNEL SO CLASSIFIED.

THE CITY OF MARINETTE IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGE BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH THE CITY OF MARINETTE WHEN NECESSARY.

Prepared: August 20, 2020
Approved:

Chief Mechanic / Shop Foreman
City of Marinette
Position Description

Name: Shop Foreman/Chief Mechanic
Department: Public Works

Position Title: Shop Foreman/Chief Mechanic
Pay Grade: Class 4
FLSA: N

Date: August 1995
Reports To: Public Works Superintendent

Purpose of Position

The purpose of this position is to supervise and perform equipment and vehicle repair activities and staff, under the Public Works Superintendent's direction, for the City of Marinette.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises staff performing automotive, truck, heavy duty construction equipment and specialized equipment repair and maintenance tasks. Assigns tasks based on mechanic's abilities and seniority and reviews work. Provides technical assistance to staff as needed.

- Performs equipment/vehicle maintenance and repair tasks such as changing oil and filters; replacing worn brake components; electrical components, hydraulic hoses and controls; overhauling transmissions; replacing engines; grinding rotors and drums; repairing snow plow and grading blades; balancing and mounting tires.

- Maintains labor records such as time cards, service requests, work reports and accident reports. Maintains equipment/vehicle maintenance records. Approves vehicle maintenance reports.

- Inspects and monitors equipment condition and recommends preventive maintenance procedures and materials purchases.

- Directs large-scale or highly technical equipment repair and maintenance activities.

- Ensures safety policy, procedure and program compliance.

- Responds to field service requests.

- Participates in on-call duty.

- Maintains knowledge of current vehicle/equipment repair/maintenance principles, techniques, materials and tools.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with vocational/technical training in auto, truck or heavy equipment mechanics with three to five years progressively responsible vehicle/equipment mechanic shop experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Valid Wisconsin motor vehicle operator's license and commercial driver's license required.
Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure and/or sort, as well as assemble, copy, record and transcribe data and information. Ability to classify, compute and tabulate data and categorize data.

- Ability to persuade, convince, and train others, including the ability to act in a lead-worker capacity. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

- Ability to utilize a variety of advisory data and information such as work requests, maintenance schedules, parts lists and catalogs, technical operating and repair manuals, budgets, purchase orders, invoices, time sheets, procedure and guidelines.

- Ability to communicate effectively with Public Works personnel, City vehicle and equipment users, vendor representatives, and the general public.

Mathematical Ability

- Ability to add and subtract, multiply and divide, and calculate percentages, fractions, decimals, volume and ratios. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

- Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing and controlling.

- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

Physical Requirements

- Ability to operate equipment and machinery with some requiring complex and rapid adjustments, such as mechanic's hand and power tools, computer terminal, engine diagnostic tools, hoists, lifts, telephone and a variety of vehicles.

- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements using a variety of mechanic's tools.

- Ability to exert mildly heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.

- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

- Ability to work under moderately safe and comfortable conditions where exposure to environmental factors such as toxic agents, noise, vibrations, machinery, and/or dust, may cause some discomfort and where there is a risk of minor injury.
The City of Marinette is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature ___________________________  Supervisor's Signature ___________________________

Date ___________________________  Date ___________________________
# City of Marinette
## Position Description

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<td>Date: September 2016</td>
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<td>Reports To: Mayor/Superintendent of Public Works</td>
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### Purpose of Position

The purpose of this position is to perform tree maintenance and Silva culture tasks to maintain an abundant and diverse park and street right-of-way tree population, under the direction of the Mayor and Superintendent of Public Works for the City of Marinette.

### Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Chooses and marks areas to be planted, pruned, improved and cut.
- Removes dead, hazardous and/or nuisance trees. Prunes trees to remove diseased/dead limbs and allow for safe passage of vehicles and pedestrians. Plants trees.
- Plans forestry related projects for grant request.
- Supervises tree maintenance crews and performs tree maintenance tasks and tree surgery such as fertilizing, girdling, mulching, bark tracing, etc.
- Provides information to the public, City officials, businesses and other agencies regarding City forestry activities, in-person, by telephone or in writing. Develops informational presentations including slide shows and written informational materials. Gives presentations. Drafts news releases. Maintains Tree City USA information.
- Designs and constructs tree nursery. Plants and maintains nursery stock.
- Prepares forestry related grant applications. Directs grant projects.
- Organizes street tree plantings.
- Orders and chooses tree stock.
- Drafts landscape designs for community projects.
- Maintains computerized tree planting and removals inventory.
- Assesses and orders forestry equipment.
- Prepares work lists for stump removal and watering.
• Evaluates soil samples for disease and insect identification.

• Operates assigned equipment such as bucket truck, dump truck, stump grinder, tractors, snow plow, chippers, loaders, backhoes and brush mowers.

• Certified for commercial pesticide application.

• Supervise and/or perform all weed spraying along our city right of ways.

• Responsible for the supervision and performance of the maintenance on all city flowerbeds and landscaped areas.

• Share responsibility with Superintendent of Public Works maintaining compost area to DNR standards.

• Provide information on legal issues between disputing neighbors on tree and shrub disagreements and perform all tasks involved in condemnation, abatement policy on tree issues.

Additional Tasks and Responsibilities

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

• Performs routine truck maintenance and cleaning tasks.

• Removes brush, operates chipper, rakes and picks up debris.

• Waters nursery stock and plant material. Mulches, stakes and fertilizes trees.

• Performs shop and office custodial tasks.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Forest Management, Natural Resource Management or related field with one to two years' forest management experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Valid Wisconsin motor vehicle operator, commercial driver's and aerial lift truck licenses required.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

• Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure and/or sort, as well as assemble, copy, record and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.

• Ability to advise and interpret how to apply policies, procedures and standards to specific situations.

• Ability to utilize a variety of advisory data and information such as blueprints, soil samples, grant project applications and reports, press releases, promotional materials, nursery catalogs, City ordinances, directories, planting and forest improvement reports, maps, computer software operating manuals, pest identification manuals, technical study reports, procedures, guidelines, non-routine correspondence and laws.
• Ability to communicate effectively with Department personnel, DNR personnel, park users, surveyors, private contractors, business groups, civic groups, students, homeowners and the general public.

Mathematical Ability

• Ability to calculate percentages, fractions, decimals, volumes, ratios and spatial relationships. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

• Ability to use functional reasoning and apply rational judgment in performing diversified work activities.

• Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

Physical Requirements

• Ability to operate computer keyboard/typewriter, calculator/adding machine, photocopier, dump truck, bucket truck, chain saws, chipper, tractor, drafting tools, chisel, sledge hammer, climbing ropes, ax and shovel

• Ability to exert moderate to heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.

• Ability to coordinate eyes, hands, feet and limbs in performs semi-skilled movements such as cutting tool operations.

• Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, textures associated with job-related objects, materials and ingredients.

Environmental Adaptability

• Ability to work in occasionally adverse conditions where environmental factors such as temperature extremes, wetness, machinery, noise, diseased/rotten trees and/or dust, may cause discomfort and presents injury risk.

The City of Marinette is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature ___________________________  Supervisor's Signature ___________________________

Date ___________________________ Date ___________________________
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<td>$35.74</td>
<td>$36.74</td>
<td>$37.74</td>
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<tr>
<td>3</td>
<td>Mechanic I</td>
<td>Highway</td>
<td>$21.74</td>
<td>$22.74</td>
<td>$23.74</td>
<td>$24.74</td>
<td>$25.74</td>
<td>$26.74</td>
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<td>$28.74</td>
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<td>$35.74</td>
<td>$36.74</td>
<td>$37.74</td>
</tr>
<tr>
<td>4</td>
<td>Mechanic II</td>
<td>Highway</td>
<td>$21.74</td>
<td>$22.74</td>
<td>$23.74</td>
<td>$24.74</td>
<td>$25.74</td>
<td>$26.74</td>
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<td>$35.74</td>
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<td>$37.74</td>
</tr>
<tr>
<td>5</td>
<td>Chef Mechanic</td>
<td>Highway</td>
<td>$21.74</td>
<td>$22.74</td>
<td>$23.74</td>
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<td>$27.74</td>
<td>$28.74</td>
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<td>$35.74</td>
<td>$36.74</td>
<td>$37.74</td>
</tr>
</tbody>
</table>

County Scale

<table>
<thead>
<tr>
<th>Department</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DPW</td>
<td>Forester</td>
</tr>
<tr>
<td></td>
<td>Forester's Assistant</td>
</tr>
</tbody>
</table>

For more information, please refer to the document.
Diesel Mechanic

Salary

Benefits

Job Info

Compare Jobs

Similar Jobs

Job Openings

Resume Critique

Salary (/tools/salary-calculator/diesel-mechanic?type=base)
Salary + Bonus (/tools/salary-calculator/diesel-mechanic?type=bonus)
Benefits (/tools/salary-calculator/diesel-mechanic-benefits)

How To Become (https://www.salary.com/articles/how-to-become/how-to-become-a-diesel-mechanic)

Paid Annually

View as table (/tools/salary-calculator/diesel-mechanic/view/table)

Get a Salary Increase (https://secure.salary.com/personal/salary-increase_chart_job-diesel-mechanic)

Do you know the following factors can affect your pay? Check it out to see how much you are worth.

Location

Education

Years of Exp.

Direct Reports

Reports To

Performance

Many jobs pay a substantial bonus in additional to a base salary.

Benefits are an important component of a total rewards package.

Check Salary + Bonus for this job (/tools/salary-calculator/diesel-mechanic?type=bonus)

Information for this job (/tools/salary-calculator/diesel-mechanic)

Ad start.uti.edu  (800) 927-0145

UTI Diesel Technician Training - Graduate In Less Than A Year

Our State-Of-The-Industry Campuses Provide Equipment, Technology, Tools, & Vehicles! We Use The Same Tools & Vehicles That Professionals Use In The Field, Take The Next Step, Locations Nationwide.

Industrial Technology, Manufacturer Training. 51 Week Program. Courses: Automotive, Diesel, Motorcycle, Marine.

Diesel Program Info

Diesel Tech FAQs

Diesel Tech Trades

Scholarships/Grants

Campus Locations

Specialized Training

Ad www.ufisimport.com/careers

Now Hiring in Kaukauna WI - Join Our Team

Job Openings for Diesel Mechanic


Marinette 54143

13/124
Diesel Mechanic Supervisor

Salary (/tools/salary-calculator/diesel-mechanic-supervisor?type=base)
Benefits (/tools/salary-calculator/diesel-mechanic-supervisor?benefits)
How To Become (https://www.salary.com/articles/how-to-become/how-to-become-a-diesel-mechanic)

Many jobs pay a substantial bonus in addition to a base salary (https://www.salary.com/tools/salary-calculator/diesel-mechanic-supervisor)
Benefits are an important component of a total rewards package (https://secure.salary.com/personal/salaryreport?new_search_chart_job=Diesel Mechanic Supervisor)

Get a Salary Increase (https://secure.salary.com/personal/salaryreport?new_search_chart_job=Diesel Mechanic Supervisor)

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51 Week Program, Industrial Technology, Manufacturer Training. Courses: Automotive, Diesel, Motorcycle, Marine.

Ad start.unctrl + (800) 927-0145

Now Hiring In Kaukauna WI - Join Our Team

Job Openings for Diesel Mechanic Supervisor

AMENDMENT TO AGREEMENT

Amendment dated August 27, 2020

The Agreement for Professional Services made as of March 25, 2020 between City of Marinette, 1905 Hall Avenue, Marinette, WI 54143 (OWNER) and Ayres Associates Inc, 3376 Packerland Drive, Ashwaubenon, WI 54115 (CONSULTANT) is hereby amended as set forth below.

Add the following under SCOPE OF SERVICES:

Ayres Associates to provide construction inspection services for the Hattie Street Bridge Fishing Platform Repairs:
- Conduct one (1) pre-construction meeting with the selected contractor, OWNER and other interested parties. Meeting to be held virtually via Skype.
- Complete initial onsite visit with the contractor and OWNER prior to beginning field operations to review the overall project.
- Provide part-time onsite inspection of the contractor non-critical operations. The frequency and duration of these visits will be determined by the Project Manager and be based on the contractor’s current work operation to verify work is being constructed accordingly to the project plans and specifications.
- Provide full-time onsite inspection services during the following contractor critical operations:
  - Placement of epoxy sealer.
  - Removal of concrete surface repairs and placement of concrete masonry.
  - Cleaning of concrete patch areas, concrete masonry anchor installation and placement of concrete masonry.
- Complete documentation for the contractor(s) daily operations.
- Complete necessary measurements/computations for quantity payment by the OWNER.
- Conduct a final walk through with OWNER at project completion and create a final punch list and review contractor’s efforts to address issues.
- Contractor field operations is anticipated to be three (3) weeks.

Add the following under TIME SCHEDULE:

Ayres Associates to complete construction inspection services by November 15, 2020.

Add the following under FEE:

Perform construction inspection services for an amount equal to CONSULTANT’s Direct Labor Costs times a factor of 2.85 for employees engaged directly on the project, plus Reimbursable Expenses. Total compensation is estimated to be $17,500.00.

The maximum total contract amount is $22,000.00 ($4,500.00 Original Contract + $17,500.00 Amendment #1). This amount shall not be exceeded unless approved in writing by the OWNER.

Reimbursable expenses incurred are based on the rates set forth in Appendix 1.
In Witness Whereof, the parties hereto have made and executed this Amendment to Agreement as of the day and year first written above.

<table>
<thead>
<tr>
<th>City of Marinette</th>
<th>Ayres Associates Inc</th>
</tr>
</thead>
<tbody>
<tr>
<td>OWNER</td>
<td>CONSULTANT</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>(Signature)</td>
<td></td>
</tr>
<tr>
<td>(Typed Name)</td>
<td></td>
</tr>
<tr>
<td>(Title)</td>
<td></td>
</tr>
<tr>
<td>(Date)</td>
<td></td>
</tr>
</tbody>
</table>
Reimbursable Expense Schedule (Revised May 03, 2020)

Policy: It's the policy of Ayres Associates that costs associated with equipment and supplies identified as having been used on a specific project be charged to that project and not to general overhead. All equipment rates are based on actual costs and are reviewed/updated annually.

Company-Owned Equipment

<table>
<thead>
<tr>
<th>Equipment Type</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENVIRONMENTAL MONITORING, SAMPLING, TESTING:</td>
<td></td>
</tr>
<tr>
<td>FID/PID/OVA</td>
<td>$50.05 Day</td>
</tr>
<tr>
<td>FLOW 3D Model Processing</td>
<td>$77.15 Core hour</td>
</tr>
<tr>
<td>Flowmeter</td>
<td>$275.00 Month</td>
</tr>
<tr>
<td>Groundwater Sampling</td>
<td>$11.65 Sample</td>
</tr>
<tr>
<td>Nuclear Density</td>
<td>$47.90 Day</td>
</tr>
<tr>
<td>Peristaltic Pump</td>
<td>$63.00 Day</td>
</tr>
<tr>
<td>Proactive Monsoon Pump</td>
<td>$73.20 Day</td>
</tr>
<tr>
<td>Soil Sampling</td>
<td>$4.10 Sample</td>
</tr>
<tr>
<td>Temp/pH Conductivity Meter</td>
<td>$6.80 Day</td>
</tr>
<tr>
<td>Water Level Meter</td>
<td>$32.00 Day</td>
</tr>
</tbody>
</table>

| CONSTRUCTION TESTING AND SAMPLING: |       |
| Concrete/Testing Equipment            | $10.20 Day |

| PHOTOGRAMMETRIC AND SURVEYING:        |       |
| Digital Photogrametric Workstation    | $8.85 Hour |
| Drone                                 | $315.00 Day |
| GPS                                   | $48.85 Day |
| High Precision Digital Level          | $26.70 Day |
| Laser/Automatic Level                 | $33.65 Day |
| Total Station (Robotic)               | $47.65 Day |
| TX8 HD LiDAR System                   | $1,900.00 Day |

| STRUCTURAL ABOVE/UNDER WATER INSPECTION: |       |
| Air Tank                               | $13.35 Tank |
| Company-owned Dive Suit/Gear           | $145.00 Day |
| General Inspection Equipment           | $29.45 Day |
| NDT/Testing Equipment                  | $445.00 Day |
| Resistograph                          | $165.00 Day |
| Surface Supplied Air/Diver             | $560.00 Day |
| Underwater Camera                      | $38.85 Day |

| SUBSURFACE UTILITY EQUIPMENT:          |       |
| Hammer Drill & Accessories             | $105.00 Day |
| RD Electronic Locating Device          | $22.75 Day |
| RD Ground Penetrating Radar            | $760.00 Day |
| VAC Truck                              | $425.00 Day |

| TRAFFIC DATA COLLECTION:               |       |
| Mi看著ion Scout VCU                    | $125.00 Day |
| Traffic Counter                        | $53.30 Day |

| TRANSPORTATION:                        |       |
| All-Terrain Utility Vehicle (ATV/UTV)  | $275.00 Day |
| Boat/Motor/Trailer                     | $310.00 Day |
| Company Trucks                         | $0.85 Mile |
| Personal Auto                          | Current IRS Rate |

Rented Equipment

<table>
<thead>
<tr>
<th>Equipment Type</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee-owned Dive Gear</td>
<td>$15.00 Day</td>
</tr>
<tr>
<td>Employee-owned Wet Suit</td>
<td>$10.00 Day</td>
</tr>
<tr>
<td>Rental Bucket Lift Truck</td>
<td>$780.00 Day</td>
</tr>
</tbody>
</table>

Meals and Lodging (as of October 01, 2019)

Traveler reimbursement is dependent upon where the project is located, not the accommodations nor where the office is located. Meal and lodging rates are consistent with rates posted on the US Government's Federal Travel Regulations website at: www.gsa.gov/perdiem

The following table shows the breakdown of the Basic (CONUS) rate for lodging, breakfast/continental breakfast, lunch, and dinner. Ayres Associates current CONUS per diem rate is $146 for lodging and meals (less incidental expenses.)

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Explanation</th>
<th>Basic Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lodging</td>
<td>Standard Rate</td>
<td>$96</td>
</tr>
<tr>
<td>M &amp; B. &amp; L.</td>
<td>Meals and incidental as listed on federal website</td>
<td>$55</td>
</tr>
<tr>
<td>Less incidental expenses (not reimbursed)</td>
<td>(55)</td>
<td></td>
</tr>
<tr>
<td>Company reimbursement excluding incidentals</td>
<td>(55)</td>
<td></td>
</tr>
<tr>
<td>Ayres Associates daily meals rate (Net reimbursement rate)</td>
<td>$50</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rates for meals segregated by type</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast/Continental Breakfast</td>
<td>$13</td>
</tr>
<tr>
<td>Lunch</td>
<td>$14</td>
</tr>
<tr>
<td>Dinner</td>
<td>$23</td>
</tr>
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</table>

First & Last Day of Travel (Meals @ 75%)

Ayres "Net meals rate" reimbursed at 75%

<table>
<thead>
<tr>
<th>Basic Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>$37.50</td>
</tr>
</tbody>
</table>

Project Location Look-up:
1. Meal and lodging rates differ by location.
2. For a map of the continental United States go to: www.gsa.gov/perdiem
3. Search the projects location by City, State, or Zip Code.
4. Cities not appearing on the website may be located within a county for which rates are listed.
5. To determine what county a city is located in, go to: www.naco.org
   and choose "Counties".

Page 1 of 2
| Vendor Supplies - Actual Cost | GIS data | Gloves (rubber or cloth) | GPS equipment | Hammer drill & accessories | Haz Mat Site Database Research | Hub flags | Hubs | Hydrolift pump | Iice | Interface probing devices | Internet services, faxes | Lab services, testing, supplies | Laser level | Lath | Legal document costs | Legal notice fees | Light rail fees | Locking caps, caps | Locking well caps, well caps | Lodging/extended stay | Locks | Lumber crayons | Magic markers | Maps | Marking paint | Materials testing (cylinders/aggregate) | Meals | Medical monitoring | Medical testing | Meeting room rental | Methanol | Micron filters | Models | Monuments | Multi-spectral scanner | Mylar | Nail marker tabs | Nails | Nuclear Density Meter | On-line access fees | On-line survey research | Oxygen meter | Paper towels | Parking fees | Permit fees | Pipe | Pipettes | Plan fees | Plastic bags | Plastic-coated line | Plats/recording fees | Plots | Polyethylene bailers | Public info meetings/costs | Presentation materials | Printing/Reproduction/Plots | Public notice fees | Publications | Rebar | Recording fees | Reference materials | Research fees | Review fees | Robotic survey equipment | Rope | Safety equipment | Safety supplies | Sampling Jars | Scans | Sediment sampling | Shelby tubes | Shipping fees | Shipping/postage (mass mailings) | Shuttles and taxis | Smoke bombs | Software – project specific | Soil sample liners | Spatulas | Spikes | Stake chasers | Stake tack | Survey markers | Syringes | T posts | Teflon bailers | Telephone (employee reimb) | Temporary help agencies | Temporary housing/lodging | Testing kits | Tide gauges | Toll fees | Total station | Traffic control/protection | Traffic counting equipment | Traffic data fee | Tubing | Tyvek Suit | Ultrasonic/weld testing | Utility exploration trenching | Vapor sampling | Vellum | Vials | Video recording equipment | Washers | Water filters | Water/Sewer testing equip, sup | Water level recording devices | Well materials | Well seals | Whiskers |
## BID RESULTS
STORAGE BUILDING ADDITION – PROJECT #2020-160
CITY OF MARINETTE, WISCONSIN

Advertised 8/13/20 & 8/20/20

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>BID BOND</th>
<th>BID AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td>n/a</td>
<td>$0</td>
</tr>
</tbody>
</table>

Bids Received 8/27/20 @ 9:00 AM
Mayor Steve Genisot called to order, the regular monthly meeting of the City of Marinette Common Council at 06:00 PM in the City Hall Common Council Chambers, 1905 Hall Avenue, Marinette.

Upon a call of the roll it was determined a quorum of Common Council members were present and the following attendance was recorded:


Absent: None

CITIZEN COMMENTS ON AGENDA ITEMS

- Kathy Korchak, 515 Bay View St asked the City to come up with a permanent fix to the flooding of streets and properties in the Red Arrow Area. She presented pictures of the streets before and after the City pumped out the area the last week.
- Frank Korchack, 515 Bay View St asked for a permanent fix to the flooding problem stating the City should be pumping the area daily.
- Peter Reinlund, 203 Almeda St, thanked the Mayor and Common Council for pumping and stated it helped tremendously and hopes the pumping continues.
- Frances Heck, 515 Hillis Ct, would like a permanent fix to the flooding problem.

COMMON COUNCIL MEETING MINUTES

Alderpersons Kowalski moved/Anderson seconded and all concurred, to approve as presented, the regular Common Council meeting minutes from 07/7/2020.

REPORTS OF CITIZEN BOARDS & COMMISSIONS

No action was taken on the various Citizen Board, Department and Commission reports as presented by Mayor Genisot.

STANDING COMMITTEE MEETING MINUTES

Alderpersons Polzin moved/Hitt seconded and all concurred, to accept, the following standing committee meeting minutes


NEW BUSINESS

DISCUSSION AND ACCEPTANCE OF PETITION RECEIVED ON 8/3/20 REGARDING FLOODING OF STREETS AND PROPERTIES EAST OF ALIMEDA ST WITHIN THE LEVEE.

A petition was received in the City Clerk's office on 8/3/20 which included 209 signatures asking the City of Marinette to come up with a permanent solution regarding the flooding of streets and properties East of Almeda St within the levee. Alderperson Kowalski stated the Board of Public Works would be the committee to weigh in on this agenda item, the Common Council agreed to send this item to the August 18th Board of Public Works meeting. Alderperson Polzin asked if anything could be done in the short-term to help the residents.

MAYORS REPORT

Mayor Genisot announced with regret the passing of former Ward 1 Alderperson Sandra Saunier. Genisot received a letter from William Hominick who was passing through Marinette with a group of motorcyclists and experienced trouble when Sergeant Matt Borths asked if the group needed assistance with a positive and upbeat attitude. Mr. Hominick wanted to commend Chief of Police Mabry, Sergeant Borths and the Mayor for their leadership and stated Marinette will always be remembered as awesome. Genisot announced the Master's Walleye Circuit is being held this weekend August 6 & 7 and the High School State Tournament on Sunday August 9th both at Menekaunee Harbor. There will be daily weigh-ins beginning at 3:00PM both days and people are encouraged to watch the weigh-ins live, or online. The city is running a photo Contest for a vinyl wrapping for some of the Electrical boxes to add some color in the City, entries are being taken until August 6th.

FINANCE AND INSURANCE COMMITTEE

MONTHLY EXPENDITURES: Alderpersons Keller moved/Klegin seconded and upon a call of the roll the motion passed by a vote of 9 ayes to 0 nays to grant advance authorization to the City Treasurer/Finance Director to pay JULY 2020 expenditures contingent upon Finance and Insurance Committee approval.

JUNE 2020 BUDGET REPORTS

Alderperson Hitt moved/ Skorik seconded and all concurred to approve the June 2020 budget reports.
PERSONNEL AND LICENSE COMMITTEE

CONSIDERATION OF RECOMMENDATION REGARDING LATE RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION FOR CACTUS BAR FOR CLASS B FERMENTED MALT BEVERAGE AND LIQUOR.
Alderperson Skorik moved/Anderson seconded and all concurred to approve the renewal alcohol beverage license application for Cactus Bar for Class B Fermented Malt Beverage and Liquor.

CONSIDERATION OF RECOMMENDATION REGARDING TWENTY-SIX (26) RENEWAL OPERATOR LICENSE APPLICATIONS.

CONSIDERATION OF RECOMMENDATION REGARDING THIRTEEN (13) NEW OPERATOR LICENSE APPLICATIONS.
Pursuant to Marinette Municipal Code § 9.0220, Personnel and License Committee Policy No. PLC - 1.0010 and Wis. Stat. § 125.17, Alderpersons Anderson moved/Skorik seconded and all concurred to grant operator licenses to the following Thirteen (13) Justin J. Braley, Brianna R. Biehl, Annie M. Brooks, Makayla N. Hansen, Tammy M. Hasenfus, Lonella A. Hinston, Lauren C. Lunsford, Laura L. Lynch, Matthew D. Schweiger, Crystal L. Peterson, Kathy L. Pickl, Melinda K. Rutgers, Tyler T. Uecke, and recommend to deny Michael R. Glonek for non-compliance with Personnel & License Committee Policy No. PLC - 1.0010 flowchart item #4. Each aforementioned operator license applicant, recommended to have licenses granted for the current licensing period expiring 6/30/2022, shall be contingent upon each applicant providing documentation to City Clerk’s Office, prior to expiration date of their 60-day provisional operator license, confirming completion of a State of Wis. approved Responsible Beverage Server class.

CIVIC AFFAIRS, TRAFFIC LIGHTS & CEMETRY COMMITTEE

CIVIC AFFAIRS, TRAFFIC LIGHTS & CEMETRY COMMITTEE HAD NO COMMON COUNCIL RECOMMENDATION FOR THE MONTH OF JULY.

BOARD OF PUBLIC WORKS

CONSIDERATION OF RECOMMENDATION REGARDING PAY REQUEST NO. 3 IN THE AMOUNT OF $232,722.67, AND CHANGE ORDER NO. 2 IN THE AMOUNT OF +$1,812.05, TO BARLEY TRUCKING AND EXCAVATING, INC. FOR THE STATE STREET RECONSTRUCTION PROJECT, NO. 2020-100.
Alderperson Hitt moved/Kowalski seconded and upon a call of the role motion passed by a vote of 9 ayes to 0 nays to approve the Pay Request No. 3 in the amount of $232,722.67, and Change Order No. 2 in the amount of +$1,812.05, to Barley Trucking and Excavating, Inc. for the State Street Reconstruction Project, No. 2020-100.

CONSIDERATION OF RECOMMENDATION REGARDING PROFESSIONAL SERVICE AGREEMENT FROM ROBERT E. LEE FOR THE 2020 ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM.
Alderperson Keller moved/Hitt seconded and upon a call of the role motion passed by a vote of 9 ayes to 0 nays to approve Professional Service Agreement from Robert E. Lee for the 2020 Illicit Discharge Detection and Elimination Program. The cost is $3,500 with an additional $80.00 for any additional outfall (laboratory testing) from on-going field screening.

CONSIDERATION OF RECOMMENDATION REGARDING BID RESULTS REGARDING HATTIE STREET BRIDGE FISHING PLATFORM CONCRETE REPAIRS, PROJECT NO. 2020-800.
City Engineer Miller distributed a bid results regarding Hattie Street Bridge Fishing Platform Concrete Repairs, Project No. 2020-800, two bidders responded to the request. Alderperson Polzin moved/Kowalski seconded and upon a call of the role motion passed by a vote of 9 ayes to 0 nays to approve the low bid in the amount of $73,980.00 from NORCON Corporation, 5600 Municipal Street Schofield WI, 54476. The cost is shared equally with the City of Menominee.

PARKS AND RECREATION COMMITTEE

PARKS AND RECREATION COMMITTEE DID NOT MAKE ANY COMMON COUNCIL RECOMMENDATIONS FOR JULY.

PUBLIC SAFETY AND CODE ENFORCEMENT COMMITTEE

CONSIDERATION OF RECOMMENDATION REGARDING “THE SOLUTION’S” SERVICE AGREEMENT BETWEEN BRYCER LLC, AND THE MARINETTE FIRE DEPARTMENT.
The Common Council took no action on this agenda item and asked it be added to the August Public Safety Code Enforcement agenda for further review.

CONSIDERATION OF RECOMMENDATION REGARDING (MOU) MEMORANDUM OF UNDERSTANDING BETWEEN THE MARINETTE COUNTY SHERIFF AND THE MARINETTE FIRE DEPARTMENT.

Common Council Minutes Page 2 of 3
All Council members received an amended MOU prior to today’s meeting. Alderperson Oitzinger moved/ Hitt seconded and upon a call of the roll motion carried by a vote of 9 ayes to 0 nays to approve the amended Memorandum of Understanding (MOU) between the Marinette County Sheriff and the Marinette Fire Department.

**PLAN COMMISSION**

**PLAN COMMISSION RECOMMENDED APPROVAL OF ORDINANCE #2444 TO BE CONSIDERED LATER ON TONIGHT’S AGENDA.**

**RESOLUTIONS & ORDINANCES**

(Copies of complete text of the resolutions & ordinances described below have been placed on file at the City of Marinette Clerk’s office.)

**RESOLUTION NO. 15-2020- RESOLUTION AND ORDER OF DISCONTINUANCE/VACATION OF A PUBLICWAY, TO WIT A PORTION OF CITY COURT LYING BEHIND THE FORMER BAY AREA MEDICAL CENTER PARKING LOT (1515 MAIN ST) MARINETTE, WI 54143.**

Mayor Genisot asked to take action on this item after the Closed Session.

**ORDINANCE NO 2444- AMENDING MMC 13.2005 PERTAINING TO CONDITIONAL USES IN A B-1 LOCAL SHOPPING ZONED DISTRICT.**

Alderperson Skorik moved/ Anderson seconded and upon a call of the roll motion passed by a vote of 9 ayes to 0 nays to approve Ordinance No. 2444- Amending MMC 13.2005 pertaining to Conditional Uses in a B-1 Local Shopping Zoned District.

**ORDINANCE NO 2445- AMENDING MMC 9.1302 (FEE SCHEDULE A) PERTAINING TO COMMERCIAL PLUMBING AND ELECTRICAL.**

Alderperson Oitzinger moved/ Flatt seconded and upon a call of the roll motion passed by a vote of 9 ayes to 0 nays to approve Ordinance No 2445- Amending MMC 9.1302 (Fee Schedule A) pertaining to Commercial Plumbing and Electrical.

**ORDINANCE NO. 2446- AMENDING CHAPTER 17: FAIR HOUSING**

Alderperson Oitzinger moved/ Flatt seconded and upon a call of the roll motion passed by a vote of 9 ayes to 0 nays to approve Ordinance No 2446- Amending Chapter 17: Fair Housing.

**CLOSED SESSION**

**DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING ANY OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION PURSUANT TO WIS. STATS. SECTION 19.85(1)(e) TO WIT: (Hans-Bay-Walt, LLC) contacting the City regarding either the purchase or sale of her property and 19.85 (1)(e) to wit: discussion with legal counsel regarding documents related to the Trolley Station project.**

Alderperson Kowalski moved/ Anderson seconded and upon a call of the roll motion carried by a vote of 9 ayes to 0 nays to convene into Closed Session at 6:40PM.

Pursuant to Wis. Stat. §19.85(2), the Common Council may reconvene in open session immediately after conclusion of the closed session to take action, if any, on any closed session agenda item.

Alderperson Anderson moved/ Polzin seconded and all concurred to reconvene into open Session at 7:30PM.

**CLOSED SESSION TROLLEY STATION PROJECT**

Bob Detrick & Cheryl Detrick representing Newcap, developer of the Trolley Station Project was present to answer any questions the Common Council may have. Newcap is looking to close Tuesday August 11th and have ground breaking on Wednesday in order to finish the project by December 31st, 2021. Alderperson Polzin moved/ Anderson seconded and upon a call of the roll motion carried by a vote of 8 ayes to 0 nays to approve the current documents for the Trolley Station Project.

**RESOLUTION NO 15-2020- RESOLUTION AND ORDER OF DISCONTINUANCE/VACATION OF A PUBLIC WAY, TO WIT A PORTION OF CITY COURT LYING BEHIND THE FORMER BAY AREA MEDICAL CENTER PARKING LOT (1515 MAIN ST) MARINETTE, WI 54143.**

Alderperson Keller moved/ Hitt seconded and upon a call of the roll motion carried by a vote of 8 ayes to 0 nays to approve Resolution No. 15-2020- Resolution and order of Discontinuance/Vacation of a Public Way, to wit a portion of City Court lying behind the former Bay Area Medical Center parking lot (1515 Main St) Marinette, WI 54143

**ADJOURNMENT:** Alderpersons Anderson moved/Kowalski seconded and all concurred to adjourn at 07:55 PM.

Lana Bero, City Clerk

The next regular Common Council meeting is scheduled for Tuesday September 1st, 2020 at 06:00 PM in the Common Council Chambers at Marinette City Hall, Marinette, WI.
1. Mayor Genisot called the Special Common Council meeting to order at 11:00 AM in the Common Council Chambers at Marinette City Hall, 1905 Hall Avenue.

2. Upon a call of the roll it was determined a quorum of Common Council members were present and the following attendance was recorded:
   Alderpersons Present: 1st Ward – Ken Keller; 2nd Ward – Jeffrey Skorik 3rd Ward- Doug Oitzinger (via go to meeting); 5th Ward – Wally Hitt (@11:03); 6th Ward – Debbie Klegin; 7th Ward – Rick Polzin; 8th Ward – Jason Flatt (via go to meeting) and At-Large Seat (Citywide) – Dorothy Kowalski.
   Alderpersons absent: 4th Ward – Dave Anderson
   Others present: City Engineer/Director of Public Works Brian Miller; Mayor’s Assistant Jan Kust; Judge Noppenberg; Attorney Bob Gagan and Scott Wilson (both via go to meeting).

3. CITIZEN COMMENTS.
   None

4. NEW BUSINESS

   4. DISCUSSION AND POSSIBLE ACTION REGARDING PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF MARINETTE AND AYRES ASSOCIATES INC. FOR EDA/TEA GRANT
   Scott Wilson, representing Ayres Associates was present to answer any questions the Common Council may have regarding the Professional Services Agreement. He stated the grants if approved will be funded through both the State and Federal Government. Alderperson Polzin moved/ Kowalski seconded and upon a call of the roll motion carried by a vote of 8 ayes to 0 nays to approve the Professional Services Agreement between the City of Marinette and Ayres Associates Inc. for EDA/TEA grant.

5. ADJOURNMENT: Alderpersons Hitt moved/Keller seconded and all concurred, to adjourn at 11:20 PM.

   Lana R. Bero, City Clerk

Cc: Eagle Herald, Common Council Members, Mayor, Department Heads and Clerks file.
CITY OF MARINETTE COMMON COUNCIL SPECIAL MEETING PROCEEDINGS FROM AUGUST 17, 2020

1. Mayor Genisot called the Special Common Council meeting to order at 4:00 PM in the Common Council Chambers at Marinette City Hall, 1905 Hall Avenue.

2. Upon a call of the roll it was determined a quorum of Common Council members were present and the following attendance was recorded:
   Alderpersons absent: 4th Ward – Dave Anderson & 2nd Ward – Jeffrey Skorik
   Others present: City Engineer/Director of Public Works Brian Miller; Finance Director Jackie Miller; Judge Noppenberg; Attorney Bob Gagan (via go to meeting) & amber Myszka.

3. CITIZEN COMMENTS.
   None

RESOLUTIONS

4. RESOLUTION NO. 16-2020 - CITY OF MARINETTE, WISCONSIN AUTHORIZING RESOLUTION TO SUBMIT AN ECONOMIC DEVELOPMENT ADMINISTRATION PUBLIC WORKS INFRASTRUCTURE GRANT (CARES ACT)
   Alderperson Hitt moved/ Keller seconded and upon a call of the roll motion carried by a vote of 7 ayes to 0 nays to approve Resolution No. 16-2020- City of Marinette, Wisconsin authorizing Resolution to submit an Economic Development Administration Public Works Infrastructure Grant (Cares Act) which authorized a 20% match for the EDA grant from the City of Marinette in the amount of $1,009,275.

5. ADJOURNMENT: Alderpersons Polzin moved/Kowalski seconded and all concurred, to adjourn at 4:04 PM.

   Lana R. Bero, City Clerk

Cc: Eagle Herald, Common Council Members, Mayor, Department Heads and Clerks file.

Common Council minutes page 1 of 1
Dr. Daniel Kallgren, Commission Chairperson, called the City of Marinette Historic Preservation Commission meeting to order, at 10:00 AM, in City of Marinette’s Conference Room 214, 1905 Hall Avenue, Marinette Wisconsin.

1. Upon a call of the roll it was determined a quorum of Commission members were present and attendance was documented as follows:
   
   COMMISSIONERS PRESENT: Dr. Dan Kallgren; Mark Davenport, Brad Behrendt, Alderperson Jason Flatt, James LaMalfa.
   
   COMMISSIONERS ABSENT & EXCUSED: James Martell; Mike Minzlaff
   
   OTHERS PRESENT: Amber Myszka, Melissa Ebsch

2. APPROVAL OF MINUTES.
   Commissioners Davenport moved/ LaMalfa seconded and all concurred, to approve, as presented, the July 6, 2020 regular Historic Preservation Commission meeting minutes.

3. Update regarding the restoration of the Ike Stephenson Statue. No update bring back to September meeting.


5. Discussion and possible action to propose a Historic Preservation newsletter and/or Facebook postings showcasing historical sites and objects within the City. Melissa Ebsch, Marketing and Tourism for the City discussed how she can utilize the City Facebook page to promote the historic places and objects in the City with pictures, video and descriptions to share with the residence of the City. Alderperson Flatt moved/Commissioner Behrendt seconded and all concurred, to approve utilizing the City of Marinette’s Facebook page to showcase historic places and objects within the City.

6. ADJOURNMENT.
   Alderperson Flatt moved/Commissioner Behrendt seconded and all concurred, to adjourn at 10:37 AM.

   Louise Stemper/Legal Assistant

Next scheduled City of Marinette Historic Preservation Commission meeting is September 14, 2020 @ 10:00 a.m.
MARINETTE REDEVELOPMENT AUTHORITY REGULAR MEETING MINUTES FROM WEDNESDAY, AUGUST 12, 2020

1. Alderperson Anderson called the regular meeting of the Marinette Redevelopment Authority (MRA) to order at 04:12 PM in the Council Chambers at Marinette City Hall, 1905 Hall Avenue, Marinette, Wis.

2. Upon a call of the roll, it was determined, a quorum of Redevelopment Authority members was present and attendance was documented as follows:
   Members present: Alderperson Anderson, Robin Ilse, Carol Kempka and Denise Ruleau
   Members absent: Chairperson Steve Lang.
   Others present: Finance Director Miller, Mayor Genisot & Mayor’s Assistant Jan Kust

3. Approval of prior Marinette Redevelopment Authority meeting minutes.
   Robin Ilse moved/ Denise Ruleau seconded and all concurred, to approve, as presented, the regular Marinette Redevelopment Authority’s (MRA) regular meeting minutes from 6/17/20.

4. Discussion and possible action on BDLP #62
   At the June meeting Chairperson Lang announced the City now owns this loan and a letter had been sent regarding BDLP Loan #62. A settlement offer was provided from the owner in the amount of $9,500 as a one-time payment to settle the loan. Denise Ruleau moved moved/Robin Ilse seconded and upon a call of the roll motion carried by a vote of 4 ayes to 0 nays to recommend the Common Council approve the one-time settlement offer in the amount of $9,500 for BDLP #62 Loan.

5. Discussion and possible action on BDLP #64
   At the June meeting Chairperson Lang announced the City now owns this loan and a letter was sent to the customer stating the loan was due and payable. Finance Director/City Treasurer Miller stated the owner has not contacted the City to discuss the Loan. Robin Ilse moved/ Denise Ruleau seconded and all concurred to send the item to the Finance and Insurance Committee for review.

6. Discussion and possible action on CDBG Updates.
   No updates were provided.

7. Motion to adjourn.
   Denise Ruleau moved/Carol Kempka seconded and all concurred, to adjourn at 04:25 PM.
   Lana Bero, City of Marinette Clerk

   (The next scheduled MRA meeting will be scheduled at a later date.)
Mayor Genisot acting Room Tax Commission Chairman called the City of Marinette Tourism Commission meeting to order at 11:00 AM at Marinette Common Council Chambers.

1. Call the meeting to order

2. Upon a call of the roll, the following Committee member’s attendance was recorded as follows:
   MEMBERS PRESENT: Mayor Genisot, Alderpersons Kowalski, Tom Moyle and Scott Wahl.
   ABSENT: None
   OTHERS PRESENT: Finance Director Miller; Mayor’s Assistant Jan Kust; Tourism Director Melissa Ebsch & John Morton

3. Approval of June 30, 2020 meeting minutes.
   Scott Wahl moved/ Tom Moyle seconded and all concurred to accept as presented the minutes of June 30, 2020.

4. Update on Master Walleye Circuit Tournament & HS Championship for August 7th-9th.
   Included in today’s packet was information regarding the upcoming Masters Walleye Circuit Tournament being held on August 7 & 8 at the Menekaunee Harbor. The tournament is a catch and release and will include about 80 boats. The High School State Championship will be held on Sunday August 9th at the Menekaunee Harbor.

5. Discussion and possible action regarding Digital Sign.
   Director of Tourism & Marketing Melissa included in today’s packet quotes from three sign service companies for Digital Signs. Alderperson Kowalski moved/ Tom Moyle seconded and all concurred to approve the digital sign from T. B. Liquidators for a 54” X 117” 16 MM single sided sign for the cost of $14,285.00

6. Update on electrical box wraps.
   Director of Tourism & Marketing Melissa Ebsch informed the Room Tax Commission they are running a photo contest for the electrical wraps, so far there are 50 entries. Entries can be submitted up until August 6th and winners will be chosen from the entries to move forward with the wraps for the electrical boxes.

7. Discussion regarding possible items for next meeting.
   Preliminary budget report.
   Next Room Tax Commission meeting is August 24th @ 11:00AM.

8. Adjourn.
   Scott Wahl moved/ Alderperson Kowalski seconded and all concurred to adjourn at 11:24AM.

   Lana Bero, City Clerk

   (Next regular Room Tax Commission meeting is August 24th @ 11:00am in the Common Council Chamber.)

Cc: Commission members; Mayor; Common Council and Clerks file.
JOINT MEETING OF THE MARINETTE WATER & WASTEWATER UTILITIES COMMISSIONS
****CITY HALL COUNCIL CHAMBERS****
1905 Hall Avenue Marinette, WI 54143

Monday, July 20, 2020 - 3:15 pm

1. Call the meeting to order: The meeting was called to order at 3:19 pm

2. Roll Call: Present Commissioners: K. Keller, D. Anderson, J. Zeratsky, B. Kopish (via go to meeting), K. West (via go to meeting)

   Excused: J. Kolaszewski, M. Shaffer

   Others present: Jackie Miller, City Finance Director, Doug Oitzinger, Ward 3 City Council Member (via go to meeting), Emily Harwood, Eagle Herald.

3. Motion to approve the agenda: A motion was made by Commissioner J. Zeratsky, seconded by Commissioner D. Anderson. Motion carried.

4. Public Comment limited to 5 minutes on agenda items only: Doug Oitzinger asked about the lobby at the water utility being closed along with requesting operations manager’s report in writing so he would have time to ask any questions on it.

Water Utility Agenda Items:

5. Approval of the Water Utility Bills paid June 1, 2020-June 30, 2020: A motion was made by Commissioner D. Anderson, seconded by Commissioner J. Zeratsky. Motion carried.

Wastewater Utility Agenda Items:

6. Approval of the Wastewater Utility Bills paid June 1 2020-June 30, 2020: A motion was made by Commissioner B. Kopish, seconded by Commissioner K. West. Motion carried.

7. Discussion and possible action regarding CMAR annual report: A motion was made by Commissioner J. Zeratsky, seconded by Commissioner D. Anderson. Motion carried.

Joint Utilities Agenda Items:

8. Approval of the minutes of the June 15, 2020 Joint Water and Wastewater Utility Meeting: A motion was made by Commissioner B. Kopish, seconded by Commissioner K. West. Motion carried.

9. Operations Manager Report: Warren Howard reported both the water and wastewater utilities lobbies will remain closed. The water utility has a drive through window customers have been making payments at and a drop box located by the post office and one in the water utility parking lot. The wastewater department is taking appointments for fluorescent light bulb recycling. The project for lift station #8 is in progress and moving forward. It may be done by the end of the week. The backhoe was delivered and 6 services have been replaced with 10 more to be completed. Warren and 2 employees traveled to New Hampshire to tour a wastewater plant using the bio solids treatment process currently being engineered for the wastewater utility. The engineers will meet with Warren this week to finalize the project. The process dries the bio solids to approximately 93% so the remaining bio solids will be hauled to a landfill. That contract is currently being negotiated with either Clean Harbors or Waste Management. It will take approximately 4-6 months to get it installed.

10. Business Manager Report: Dana Weber reported the office is working on implementing a new scanning machine to process check payments. The PSC has suspended disconnects due to Covid-19. Customers are utilizing the online services available and the drive up window.

Cc:(agenda w/encl.) S Genisot, Mayor; Operations Manager, Warren Howard; City of Marinette Department Heads – City Attorney; L Bero, City Clerk; J Miller, Finance Director; B Miller, Public Works Director; (agenda only) Council Members, J.Heckel, Fire Chief; J Mahy, Chief of Police; EagleHerald; Peshtigo Times; Bay Cities Radio; City Hall Bulletin Board; Marinette Water Utility Plant

Page 1 of 2 Pages 28/124
JOINT MEETING OF THE MARINETTE WATER & WASTEWATER UTILITIES COMMISSIONS

***CITY HALL COUNCIL CHAMBERS***

1905 Hall Avenue Marinette, WI 54143

11. Budget/overtime review- Reviewed report. Revenue is down due to wet year and Covid-19

12. Discussion of possible future agenda items- Update on bio solids project.

13. Motion to adjourn: A motion was made by Commissioner D. Anderson, seconded by Commissioner J. Zeratsky to adjourn at 3:40 pm. Motion carried.

Respectfully Submitted – Dana Weber
Business Manager

B. Kopish- Secretary

Cc:(agenda w/encl.) S Genisot, Mayor; Operations Manager, Warren Howard ;City of Marinette Department Heads – City Attorney; L Bero, City Clerk; J Miller, Finance Director; B Miller, Public Works Director; (agenda only) Council Members; J.Heckel, Fire Chief; J Mabry, Chief of Police; EagleHerald; Peshtigo Times; Bay Cities Radio; City Hall Bulletin Board; Marinette Water Utility Plant
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Total 446: 107.84 0.00 107.84

553 CRANE ENGINEERING 8 | 385579-00 WW LIFT STATION | 385579-00 WW LIFT STATION | 1 06/10/2020 | 1,156.35 | 0.00 | 1,156.35 | 31732 | 07/06/2020 |
| 38176-00 WW REPLACEMENT ACC | 38176-00 WW REPLACEMENT ACC | 38176-00 WW REPLACEMENT ACC | 1 07/18/2020 | 2,209.13 | 0.00 | 2,209.13 | 31960 | 07/27/2020 |

Total 553: 3,364.48 0.00 3,364.48

635 DIGGERS HOTLINE INC | 200 6 74101 FEES FOR EMAILS DIGG | 200 6 74101 FEES FOR EMAILS DIGG | 2 05/30/2020 | 14.40 | 0.00 | 14.40 | 31794 | 07/14/2020 |

Total 635: 14.40 0.00 14.40

852 FREEDOM MAILING SER | 38484 BILL PROCESSING | 38484 BILL PROCESSING | 2 05/28/2020 | 1,146.22 | 0.00 | 1,146.22 | 31736 | 07/14/2020 |

Total 852: 1,146.22 0.00 1,146.22

975 HASHIMOTO SEWER SE | 165185 1907 COLFAX SEWER EX | 165185 1907 COLFAX SEWER EX | 1 07/15/2020 | 500.00 | 0.00 | 500.00 | 31963 | 07/27/2020 |

Total 975: 500.00 0.00 500.00

1175 JET INDUSTRIAL & CONS | 159757 WW PLANT MAINT | 159757 WW PLANT MAINT | 1 06/15/2020 | 70.42 | 0.00 | 70.42 | 31738 | 07/06/2020 |

Total 1175: 70.42 0.00 70.42

1332 KONOP VENDING SERVI | 90694411 WW LAB TESTING | 90694411 WW LAB TESTING | 1 05/04/2020 | 21.25 | 0.00 | 21.25 | 31801 | 07/14/2020 |

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1570 MARINETTE WATER & SE | 1603 ELY ST 1603 ELY ST - A | 1603 ELY ST 1603 ELY ST - A | 1 06/30/2020 | 1,528.39 | 0.00 | 1,528.39 | 31802 | 07/14/2020 |
| 1603 ELY ST 1603 ELY ST - B | 1603 ELY ST 1603 ELY ST - B | 1603 ELY ST 1603 ELY ST - B | 1 06/30/2020 | 113.70 | 0.00 | 113.70 | 31802 | 07/14/2020 |
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Report Criteria:
Detail report type printed
Invoice Detail GL account (3 Characters) = "660"
the Department of Natural Resources. All requests for contested case hearings must be made in accordance with section NR 2.05(5) of the Wisconsin Administrative Code and served on the Secretary in accordance with section NR 2.03 of the Wisconsin Administrative Code. The filing of a request for a contested case hearing does not extend the 30-day period for filing a petition for judicial review.

This notice is provided pursuant to section 227.48(2) of the Wisconsin Statutes.

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
For the Secretary

[Signature]

Jason R. Knutson, P.E.
Wastewater Section Chief
Bureau of Water Quality

Ashley Brechlin
Wastewater Engineer
Bureau of Water Quality

cc: Tim Astfalk, P.E. Mean & Hunt, Inc., De Pere, Wisconsin
Laura Gerold, P.E. DNR, Green Bay Service Center
Alexis Heim Peter DNR, Green Bay Service Center
August 4, 2020

Warren Howard, Operations Manager
City of Marinette
501 Water Street
Marinette, WI 54143

Subject: Approval of Marinette Wastewater Treatment Facility Biosolids Processing Facility Plan – City of Marinette, Wisconsin

Dear Mr. Howard:

The Department of Natural Resources (Department) has completed the review of the City of Marinette’s Wastewater Treatment Facility Biosolids Processing Facility Plan, dated June 18, 2020. The Facility Plan was submitted by licensed professional engineer, Timothy J. Astfalk, of Mead & Hunt, Inc. in De Pere, Wisconsin, and received by Facility Planning for approval on June 18, 2020. This facility plan recommends installing biosolids dewatering and drying equipment in order to containerize and transport to a landfill.

In accordance with Section 281.41 of the Wisconsin Statutes, the Facility Plan is conditionally approved. When referencing the approved Facility Plan in the future, please refer to approval S-2020-0437.

Statutory Authority

The Department has the authority to adopt rules for the construction, installation, use, and operation of sewerage systems. See, Wis. Stat. § 281.19(1). Chapters NR 108 and NR 110 of the Wisconsin Administrative Code have been adopted by the Department pursuant to this statutory authority. The Department has the authority to approve, conditionally approve, or deny plans, as defined in section 281.41 of the Wisconsin Statutes, and has the authority to disapprove plans that are not in conformance with an approved areawide waste treatment management plan. See, Wis. Stat. § 281.41(1)(c); see also, 33 U.S.C. § 1288.

The Department has the authority to order changes or additions to the approved Facility Plan should conditions arise making this necessary. See, Wis. Stat. § 281.19; see also, Wis. Stat. § 281.20.

Judicial Review; Right to Hearing

If you believe that you have a right to challenge this decision, the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions must be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53 of the Wisconsin Statutes, you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review must name the Department of Natural Resources as the respondent.

To request a contested case hearing pursuant to section 227.42 of the Wisconsin Statutes, you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of
CITY OF MARINETTE FINANCE & INSURANCE COMMITTEE MEETING MINUTES FROM AUGUST 18TH, 2020

At-Large Alderperson, Dorothy Kowalski, Committee Chairperson, called the Finance and Insurance Committee regular meeting to order at 4:00 PM at Marinette City Hall Common Council Chambers, 1905 Hall Ave., Marinette WI.

Upon a call of the roll it was determined a quorum of the Committee membership was present and attendance was documented as follows:
MEMBERS PRESENT: Alderpersons Polzin, Hitt, Kowalski & Keller.
ABSENT & EXCUSED: Alderperson Skorik
OTHERS PRESENT: Mayor Genisot, City Treasurer/ Finance Director Jackie Miller, Judge Noppenberg & Amber Myszka

Approval of Finance and Insurance Committee meeting minutes.
Alderpersons Polzin moved/Keller seconded, and all concurred to approve, as presented, the Finance and Insurance Committee regular meeting minutes from 7/21/20.

Monthly expenditure review and related Common Council recommendation.
Alderpersons Polzin moved/Hitt seconded and all concurred, to recommend the Common Council approve, as submitted, payment of JULY 2020 expenditures.

July 2020 budget report.
Alderpersons Hitt moved/Polzin seconded and all concurred, to accept, as presented, City of Marinette’s City Treasurer’s year-to-date CY 2020 budget report reflecting expenditures & revenues through JULY 2020.

Discussion and possible action regarding business development loans- previously CDBG Loans.
Finance Director Miller stated that the money from the business development loans are now earmarked to the City and should fall under the Finance Department. Alderperson Polzin moved/ Hitt seconded and all concurred to recommend the Common Council approve the Finance Committee will oversee the money now earmarked to the City of Marinette from the Business Development Loans.

Finance Director Miller stating there are 4 loans with one of them being in default in which the MRA has sent the item to the Common Council for approval to except the Settlement from the business owner.

Finance Director explained the details of the second loan and stated the loan is current in payments but has not met the terms of the contract.
Alderperson Polzin moved/ Hitt seconded and all concurred to recommend the Common Council approve City Attorney Gagan to call up the loan due to the non-compliance of the terms of the contract.

Finance Director Miller explained the last two loans that are outstanding asked for a 90-day deferment in April and one has been making no payment and the other has paid interest plus a small portion of principal payments, both business have been open. The committee would like more details regarding these two loans and bring back to a Special Finance & Insurance Committee meeting on September 1st before the Regular Common Council meeting.

Finance Director’s Report.
Finance Director/Treasurer Miller reported she has been working on the Budget.

Topics or items for next meeting agenda.
None requested.

Adjournment.
Alderpersons Hitt moved/Polzin seconded & all concurred, to adjourn @ 4:19 PM.

Lana Bero, City Clerk

(Next Finance & Insurance Committee meeting is Tuesday, 9/15/20 @ 04:00 PM in Common Council Chambers at Marinette City Hall, 1905 Hall Ave.)

Cc: Common Council Agenda Packet; Committee members, Finance Director, Mayor & City Clerk.
## City of Marinette 2020 General Fund Budget Summary

<table>
<thead>
<tr>
<th>Descriptions</th>
<th>Annual Budget</th>
<th>Year to Date 7/31/2020</th>
<th>YTD%</th>
<th>Over/Under (-)</th>
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<tbody>
<tr>
<td><strong>Revenues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$5,970,177</td>
<td>$4,137,595</td>
<td>69.30%</td>
<td>69.30%</td>
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<td>Other Tax Revenues</td>
<td>$981,250</td>
<td>$571,188</td>
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<td>Shared Revenues</td>
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<td>Other Grants &amp; Aids</td>
<td>$1,327,547</td>
<td>$1,132,503</td>
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<td>Licenses Fees</td>
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<td>Permits</td>
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<td>$41,814</td>
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<td>Penalties and Forfeitures</td>
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<td>$117,424</td>
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<td>Charges for Services</td>
<td>$114,550</td>
<td>$96,264</td>
<td>84.04%</td>
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<td>Recreation Charges</td>
<td>$35,600</td>
<td>$13,212</td>
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<td>Misc. Revenues</td>
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<td>$295,274</td>
<td>150.40%</td>
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<tr>
<td>Transfer In</td>
<td>$90,000</td>
<td>$981,978</td>
<td></td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$13,786,484</strong></td>
<td><strong>$8,123,189</strong></td>
<td><strong>58.92%</strong></td>
<td><strong>58.92%</strong></td>
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<tr>
<td><strong>Council</strong></td>
<td>$36,313</td>
<td>$22,512</td>
<td>62.00%</td>
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<tr>
<td><strong>Municipal Court</strong></td>
<td>$212,232</td>
<td>$98,219</td>
<td>46.28%</td>
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<tr>
<td><strong>Mayor</strong></td>
<td>$138,816</td>
<td>$78,190</td>
<td>56.33%</td>
<td>56.33%</td>
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<tr>
<td><strong>Clerk &amp; Elections</strong></td>
<td>$221,383</td>
<td>$126,508</td>
<td>57.14%</td>
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<td><strong>Finance</strong></td>
<td>$267,598</td>
<td>$162,400</td>
<td>60.69%</td>
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<td><strong>Assessor</strong></td>
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<td>$100,404</td>
<td>57.18%</td>
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<td><strong>Legal</strong></td>
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<td>64.52%</td>
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<td><strong>City Hall Maint.</strong></td>
<td>$88,700</td>
<td>$58,293</td>
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<td><strong>Technology</strong></td>
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<td><strong>General Administration</strong></td>
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<td>$461,177</td>
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<td><strong>Human Resources</strong></td>
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<td>$47,235</td>
<td>38.67%</td>
<td>38.67%</td>
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<tr>
<td><strong>Police</strong></td>
<td>$3,188,875</td>
<td>$1,808,886</td>
<td>56.72%</td>
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<tr>
<td><strong>Fire</strong></td>
<td>$1,996,298</td>
<td>$1,005,805</td>
<td>50.38%</td>
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<td><strong>DPW Admin</strong></td>
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<td>$188,136</td>
<td>68.77%</td>
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<tr>
<td><strong>Engineering</strong></td>
<td>$151,794</td>
<td>$78,760</td>
<td>51.89%</td>
<td>51.89%</td>
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<td><strong>Street Maintenance</strong></td>
<td>$751,480</td>
<td>$360,243</td>
<td>47.94%</td>
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<td><strong>Street Construction</strong></td>
<td>$1,510,465</td>
<td>$119,127</td>
<td>7.89%</td>
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<td><strong>Street Lighting</strong></td>
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<td>$128,716</td>
<td>59.07%</td>
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<td><strong>Refuse</strong></td>
<td>$777,231</td>
<td>$357,882</td>
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<td><strong>Recycling</strong></td>
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<td>$83,843</td>
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<td><strong>Total</strong></td>
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<td><strong>$1,029,810</strong></td>
<td><strong>30.03%</strong></td>
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<td><strong>Recreation</strong></td>
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<td>$122,873</td>
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<td><strong>Parks</strong></td>
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<td><strong>Community Development</strong></td>
<td>$24,505</td>
<td>$978,430</td>
<td>3996.86%</td>
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<td><strong>Forestry</strong></td>
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<td>65.66%</td>
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<td><strong>Transfer out to other funds</strong></td>
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<td>$1,218,665</td>
<td>63.47%</td>
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<td><strong>Total</strong></td>
<td><strong>$13,786,245</strong></td>
<td><strong>$8,062,151</strong></td>
<td><strong>58.48%</strong></td>
<td><strong>58.48%</strong></td>
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City of Marinette General Fund Revenue Receipts as of 7/31/2020

- Misc. Revenues
- Recreation Charges
- Charges for Services
- Penalties and Forfeitures
- Permits
- Licenses Fees
- Other Grants & Aids
- Shared Revenues
- Other Tax Revenues
- Property Taxes
- Standard

Year to Date % Received

0.00% 50.00% 100.00% 150.00% 200.00% 250.00% 300.00% 350.00% 400.00%
PERSONNEL AND LICENSE COMMITTEE REGULAR MEETING MINUTES FROM AUGUST 18, 2020

1. Committee Chairperson, Ken Keller, called the regular Personnel and License Committee Meeting to order at 05:07 PM in the Common Council Chambers at Marinette City Hall, 1905 Hall Ave.

2. Upon a call of the roll, it was determined, a quorum of Committee members were present and their attendance was documented as follows:
   Present: Alderpersons Keller, Kowalski, Skorik & Polzin
   Absent: Alderperson Anderson

3. Approval of Personnel and License Committee meeting minutes.
   Alderpersons Skorik moved/Polzin seconded and all concurred, to approve, as published, the City of Marinette Personnel & License regular meeting minutes from July 21st, 2020.

4. Discussion and possible action regarding Lead Mechanic job description and wage.
   Human Resource Director Jennifer Nelson handed out the proposed draft Job description and possible Wage Scale.
   The committee discussed the changes to the Job Description and the proposed change from a Class 4 to a Class 5. The committee would like more information regarding the City of Marinette’s Wage Classification scale for Class 3, 4 & 5 Public Works Employees. This information will be discussed at a Special Personnel & License meeting on September 1st prior to the Regular Common Council meeting.

5. Consideration of Temporary Class “B” fermented malt beverage license application to American Legion Baseball of Marinette, Inc. for a tournament to be held at 1401 Ridge Street on September 26, 2020.
   Alderperson Kowalski moved/ Polzin seconded and all concurred to recommend the Common Council approve the temporary Class “B” fermented malt beverage license to American Legion Baseball of Marinette, Inc. for a tournament to be held at 1401 Ridge St on September 26, 2020.

6. Consideration of Thirteen (13) new operator license applications.
   Pursuant to Marinette Municipal Code § 9.0220, Personnel and License Committee Policy No. PLC - 1.0010 and Wis. Stat. § 125.17, Alderpersons Kowalski moved/ Skorik seconded and all concurred to recommend the Common Council conditionally grant operator licenses to the following Thirteen (13) new applicants:
   Marcia c. Cole, Pamela J. Dolezal, Elizabeth L. Dorff, Ryan G. Hounsell, Christine L. Kostrova, William C. Krah, Leha L. Lebich, Kimberly L. Peanosky, Gabriella J. Plouff, Cheryl L. Ramirez, Rhonda J. Trempala & Angelica F. Varnes., and recommend to approve Melissa A. Wakeley contingent upon her paying all fines due to the City of Marinette. Each aforementioned operator license applicant, recommended to have licenses granted for the current licensing period expiring 6/30/2022, shall be contingent upon each applicant providing documentation to City Clerk’s Office, prior to expiration date of their 60-day provisional operator license, confirming completion of a State of Wis. approved Responsible Beverage Server class.

7. Future discussion items for next agenda.
   None requested.

8. Adjourn
   Alderpersons Skorik moved/ Polzin seconded and all concurred to adjourn at 05:25 PM. Lana Bero, City Clerk

The next regular Personnel & License Committee meeting is scheduled for Tuesday 9/15/20 @ 04:45 PM, or immediately following the Board of Public Works meeting, whichever is later, within the Common Council Chambers @ Marinette City Hall, 1905 Hall Ave. Marinette.
APPLICATION FOR TEMPORARY CLASS “B”/“CLASS B” RETAILER’S LICENSE

See Additional information on reverse side. Contact the municipal clerk if you have questions.

FEE $10.00

☐ Town  ☐ Village  ☑ City of Marinette  County of Marinette

The named organization applies for: (check appropriate box(es).)

☐ A Temporary Class “B” license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☐ A Temporary “Class B” license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning Sept 24, 2020 and ending Sept 26, 2020 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) ☐ Bona fide Club  ☐ Church  ☐ Lodge/Society  ☐ Veteran’s Organization  ☐ Fair Association

   (a) Name American Legion Baseball of Marinette, Inc.

   (b) Address 1401 Ridge St., Marinette, WI. 54143

   (c) Date organized May 1980

   (d) If corporation, give date of incorporation May 1980

   (e) If the named organization is not required to hold a Wisconsin seller’s permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

   (f) Names and addresses of all officers:

      President Robert Charlesworth 1508 Daggett St., Marinette, WI. 54143
      Vice President John LaCourt 2924 Taylor St., Marinette, WI. 54143
      Secretary Dale Minzlaff 2531 Shore Dr., Marinette, WI. 54143
      Treasurer Dale Minzlaff 2531 Shore Dr., Marinette, WI. 54143

   (g) Name and address of manager or person in charge of affair: Dale Minzlaff

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

   (a) Street number 1401 Ridge St. Marinette

   (b) Lot Block

   (c) Do premises occupy all or part of building? All

   (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. NAME OF EVENT

   (a) List name of the event

   (b) Dates of event Sept 24-26, 2020

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Bob Charlesworth
(Signature/Date)

Officer
(Signature/Date)

Date Filed with Clerk

Date Granted by Council

American Legion Baseball of Marinette, Inc

Officer Dale Minzlaff
(Signature/Date)

Date Reported to Council or Board

License No.

Wisconsin Department of Revenue
(1.) Is there a felony drug conviction?  

(2.) Is there a felony conviction involving crimes against children?  

(3.) Are there any convictions for offenses that resulted in the incarceration of the individual in the Wisconsin State Prison System, county jail or other State or Federal correctional institution within the last 5-years in any of the following subcategories?  
(a.) Violent crimes against another including but not limited to homicide; aggravated battery; sexual assault; injury by negligent use of a weapon; injury by negligent use of a vehicle or injury by intoxicated use of a vehicle.  
(b.) Crimes involving cooperation with law enforcement officials including but not limited to any offense of false alarms, obstructing a police officer; resisting arrest; bribery of public officers or employees; misconduct in public office; perjury; false swearing; assault by prisoner; escape from custody; bail jumping or bomb threats.  
(c.) Crimes involving dishonesty; theft; misappropriation of funds; any felony, misdemeanor or ordinance violation for burglary; illegal entry into a locked vehicle; theft; fraud on hotel or restaurant keeper; issuance of bad checks; receiving or transferring stolen property; loan sharking; robbery; forgery and retail theft.  

(4.) Are there two (2) or more convictions related to offenses pertaining to the misuse (personal consumption) of alcoholic beverages and/or other drugs covered under State of Wis. Stat., local ordinances in conformity therewith, or similar law from a foreign jurisdiction within the last 5-years?  

(5.) Did applicant materially falsify their license application?  

(6.) Does applicant owe any unpaid debts to City?  

(7.) Are there two (2) or more convictions within 12 months of each other for any other violation covered under Chapter 125, Wis. Stat., local ordinances enacted in conformity therewith, or similar law from a foreign jurisdiction pertaining to the furnishing of alcoholic beverages to underage persons restricted, allowing underage or other restricted persons on licensed premises, or sale or furnishing alcohol to an intoxicated person?  

License may be granted or renewed.
<table>
<thead>
<tr>
<th>PROV NUMBER</th>
<th>APPLY DATE</th>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>M/BIRTH DATE</th>
<th>DWELLING NO</th>
<th>STREET CITY, CNTY OR HWY</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP</th>
<th>PHONE</th>
<th>EXPIRES</th>
<th>NEW OR RENEW</th>
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<td>69-20</td>
<td>7/15/2020</td>
<td>COLE</td>
<td>MARCIA</td>
<td>C</td>
<td>N11104</td>
<td>CHEESEFACTORY RD Q3</td>
<td>DAGGETT</td>
<td>MI</td>
<td>49821</td>
<td>6/30/2022</td>
<td>NEW</td>
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<tr>
<td>81-20</td>
<td>8/10/2020</td>
<td>DOLEZAL</td>
<td>PAMELA</td>
<td>J</td>
<td>301</td>
<td>CARNEY BLVD</td>
<td>MARINETTE</td>
<td>WI</td>
<td>54143</td>
<td>6/30/2022</td>
<td>NEW</td>
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</tr>
<tr>
<td>70-20</td>
<td>7/20/2020</td>
<td>DORFF</td>
<td>ELIZABETH</td>
<td>L</td>
<td>341</td>
<td>S. BROWN AVE</td>
<td>PESHTIEGO</td>
<td>WI</td>
<td>54157</td>
<td>6/30/2022</td>
<td>NEW</td>
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<tr>
<td>76-20</td>
<td>7/31/2020</td>
<td>HOUNSELL</td>
<td>RYAN</td>
<td>G</td>
<td>906</td>
<td>PARNELL ST</td>
<td>MARINETTE</td>
<td>WI</td>
<td>54143</td>
<td>6/30/2022</td>
<td>NEW</td>
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<tr>
<td>72-20</td>
<td>7/21/2020</td>
<td>KOSTROVA</td>
<td>CHRISTINE</td>
<td>L</td>
<td>4739</td>
<td>25TH RD</td>
<td>POUND</td>
<td>WI</td>
<td>54161</td>
<td>6/30/2022</td>
<td>NEW</td>
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<tr>
<td>77-20</td>
<td>8/3/2020</td>
<td>KRAH</td>
<td>WILLIAM</td>
<td>C</td>
<td>2340</td>
<td>LINCOLN ST</td>
<td>MARINETTE</td>
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CITY OF MARINETTE WISCONSIN APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

To the Clerk of the City of Marinette, Wisconsin:

I hereby apply for a License to serve fermented malt beverages and intoxicating liquors, from date hereof to June 30, __2022__, subject to the limitations imposed by applicable sections of Chapter 125 of the Wis. Statutes, as amended, and I agree to comply with all Federal, State and Local laws, resolutions, ordinances and regulations, affecting the sale of such beverages and liquors if a license is granted to me.

Please answer the following questions fully and completely: Warning: Any misstatement or omission of a material fact may result in denial or revocation.

1. Applicant name: Melissa A. Wakeley 906-290-6758
   - FIRST NAME: Melissa
   - MIDDLE INITIAL: A
   - LAST NAME: Wakeley
   - HOME PHONE: 906-290-6758

2. Address: 1874 Liberty St Marinette WI 54143
   - NUMBER: 1874
   - STREET OR ROAD: Liberty St
   - VILLAGE/TOWN/CITY: Marinette
   - STATE: WI
   - ZIP: 54143

3. Birth Date: __________

4. Is your application new (X) or; renewal ( ) If renewed within the past 2 years, where was license obtained? __________

5. Pursuant to Wis. Statutes § 125.17(6), have you completed the required responsible alcoholic beverage server course? (X) YES --- If yes, indicate where? __________
   If no, have you registered for the class (X) YES ( ) NO --- If no, you are not eligible to be licensed at this time.

6. Melissa Wakeley
   - Signature of Applicant
   - 08/04/2020
   - Today's Date

Office use only below this line

Melissa A. Wakeley, being first duly sworn on oath says that they are the person who made and signed the foregoing application for an operator's license; that all statements made by the applicant are true. Subscribed and sworn to before me this 4th day of August 2020.

Notary Public, Marinette County, Wis.

Melinda M. Campbell

Notary Signature

(STATE OF WISCONSIN, Marinette County)

Provisional License # 18-2020
Two - Year License # __-20
YEAR

NOTICE TO ALL APPLICANTS: A background check shall be done to verify your alcoholic beverage server license eligibility.
Summary for Wakeley, Melissa A

City of Marinette
1905 Hall Avenue
Marinette, WI 54143-1716
Phone number: 715-732-5125

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<th>D Citation</th>
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City of Marinette:
($1,171.00) $732.00 ($439.00)

Grand Total:
($1,171.00) $732.00 ($439.00)
Job Title: Chief Mechanic / Shop Foreman

Department: Department of Public Works
Position Reports to: Public Works Superintendent
Pay Grade Level: Class 5
FLSA Status: Non-Exempt
Position Status: Full Time

JOB ANALYSIS
This position is responsible to supervise and perform equipment and vehicle repair activities and staff, under the Public Works Superintendent’s direction, for the City of Marinette.

ESSENTIAL JOB FUNCTIONS
A. Supervise staff performing automotive, truck, heavy duty construction equipment and specialized equipment repair and maintenance tasks. Assigns tasks based on mechanic’s abilities and reviews work. Provides technical assistance to staff as needed.
B. Perform equipment/vehicle maintenance and repair tasks such as changing oil and filters; replacing worn brake components; electrical components, hydraulic hoses and controls; overhauling transmissions; replacing engines; grinding rotors and drums; repairing snow plow and grading blades; balancing and mounting tires; welding and torch cutting.
C. Maintain labor records such as time cards, service requests and work reports. Maintains equipment/vehicle maintenance records. Approves vehicle maintenance reports.
D. Inspect and monitor equipment condition and recommends preventive maintenance procedures and material purchases.
E. Direct large-scale or highly technical equipment repair, maintenance activities and orders repair parts as necessary.
F. Ensure safety policy, procedure and program compliance.
G. Respond to field service requests.
H. Participate in on-call duty.
I. Maintain knowledge of current vehicle/equipment repair/maintenance principles, techniques, materials and tools used in the automotive or small to heavy equipment trades.
J. Perform setup and install equipment on new vehicles.
K. Perform supervisory duties including guidance and direction.
L. Review the inventory and condition of the department equipment.
M. Recommend the purchase of new equipment, the repairs of present equipment and utilization of rental equipment when necessary.
N. Assure preventative maintenance, motor pool and housekeeping safety procedures are followed according to Wisconsin Department of Commerce standards.

REQUIRED ABILITIES
A. Ability to analyze data and information using established criteria in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure and/or sort, as well as assemble, copy, record and transcribe date and information. Ability to classify, compute and tabulate data and categorize data.
B. Ability to utilize a variety of advisory data and information such as work requests, maintenance schedules, parts lists and catalogs, technical operating and repair manuals, budgets, purchase orders, invoices, time sheets, procedure and guidelines.
C. Add, subtract, divide and multiply. Calculate percentages, fractions, decimals, volume and ratios. Interpret basic descriptive statistical reports.
D. Maintain knowledge of applicable current local, state and federal laws, rules and regulations.
E. Properly operate tools and machinery.
F. Properly operate power tools and machinery in a construction and/or logging environment.
G. Possess working knowledge of general office procedures, computer hardware/software and office equipment.
H. Communicate effectively orally and in writing.
I. Remain calm and levelheaded in difficult, unexpected or emergency situations.

Chief Mechanic / Shop Foreman
J. Establish and maintain an effective working relationship with department heads, employees, general public and other agency staff.
K. Apply excellent trouble shooting skills.
L. Define problems, collect data, establish facts and draw valid conclusions.
M. Perform effectively under tight time frames and demanding schedules.
N. Plan and monitor assigned activities.
O. Prioritize multiple tasks and meet scheduled deadlines.
P. Work in the presence of distractions or under monotonous conditions without significant loss of efficiency.
Q. Work as a team player in the absence of/or with minimal supervision.
R. Manage unexpected changes within job duties.
S. Work independently and exercise sound professional judgment.
T. Utilize authority effectively.
U. Plan, organize and direct the work of others.

QUALIFICATIONS
A. Requires a High School diploma or equivalent.
B. ASE (Automotive Service Excellence) Certification for heavy and medium duty diesel truck, light duty, and automotive vehicles.
C. Requires 3 year’s experience with progressive mechanic/vehicle/equipment shop experience.
D. Possess and maintain an insurance acceptable Wisconsin driver’s license
E. Possess and maintain a valid Class B Commercial Driver’s License (CDL).
F. Tanker endorsement required within six months of hire.

ENVIRONMENTAL CONDITIONS OF THE WORKPLACE
A. Work indoors in a controlled environment.
B. Work outdoors exposed to changing weather conditions.
C. Work outdoors but in the confines of a vehicle.
D. Work in wet or humid conditions.
E. Deal with challenges and criticism on a regular basis.
F. Work near moving mechanical parts on a regular basis.
G. Subject to fumes or airborne particles.
H. Subjected to toxic or caustic chemicals.
I. Adapt to rapid changes in environmental conditions.
J. Interact with abusive and/or difficult individuals occasionally.
K. Work in fast-paced high-pressure situations.

PHYSICAL DEMANDS
A. Requires hand-eye coordination.
B. Stand for long periods of time.
C. Work with vibrating tools or equipment when necessary.
D. Crawl into, under or around confined spaces.
E. Stoop, kneel, crouch or crawl frequently.
F. Bend, squat, stretch, and twist frequently.
G. Coordinate eyes, hands, feet and limbs in performing semi-skilled movements such as assembling.
H. Lift and/or carry up to 50 pounds frequently, occasionally lifting in excess.

ADDITIONAL DUTIES
A. Perform additional duties as assigned.
B. Work outside of normal hours when necessary.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE EMPLOYEE ASSIGNED TO THIS POSITION. THEY ARE NOT TO BE CONSTRUED AS AN EXHAUSTIVE LIST OF ALL JOB RESPONSIBILITIES AND DUTIES PERFORMED BY PERSONNEL SO CLASSIFIED.

THE CITY OF MARINETTE IS AN EQUAL OPPORTUNITY EMPLOYER. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, THE COUNTY WILL PROVIDE REASONABLE ACCOMMODATIONS TO QUALIFIED INDIVIDUALS WITH DISABILITIES AND ENCOURAGE BOTH PROSPECTIVE AND CURRENT EMPLOYEES TO DISCUSS POTENTIAL ACCOMMODATIONS WITH THE CITY OF MARINETTE WHEN NECESSARY.

Prepared: August 20, 2020
Approved:

Chief Mechanic/Shop Foreman
City of Marinette
Position Description

Name: 
Position Title: Shop Foreman/Chief Mechanic
Date: August 1995

Department: Public Works
Pay Grade: Class 4
FLSA: N
Reports To: Public Works Superintendent

Purpose of Position

The purpose of this position is to supervise and perform equipment and vehicle repair activities and staff, under the Public Works Superintendent’s direction, for the City of Marinette.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Supervises staff performing automotive, truck, heavy duty construction equipment and specialized equipment repair and maintenance tasks. Assigns tasks based on mechanic’s abilities and seniority and reviews work. Provides technical assistance to staff as needed.

- Performs equipment/vehicle maintenance and repair tasks such as changing oil and filters; replacing worn brake components, electrical components, hydraulic hoses and controls; overhauling transmissions; replacing engines; grinding rotors and drums; repairing snow plow and grading blades; balancing and mounting tires.

- Maintains labor records such as time cards, service requests, work reports and accident reports. Maintains equipment/vehicle maintenance records. Approves vehicle maintenance reports.

- Inspects and monitors equipment condition and recommends preventive maintenance procedures and materials purchases.

- Directs large-scale or highly technical equipment repair and maintenance activities.

- Ensures safety policy, procedure and program compliance.

- Responds to field service requests.

- Participates in on-call duty.

- Maintains knowledge of current vehicle/equipment repair/maintenance principles, techniques, materials and tools.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma with vocational/technical training in auto, truck or heavy equipment mechanics with three to five years progressively responsible vehicle/equipment mechanic shop experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Valid Wisconsin motor vehicle operator's license and commercial driver's license required.
Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure and/or sort, as well as assemble, copy, record and transcribe data and information. Ability to classify, compute and tabulate data and categorize data.

- Ability to persuade, convince, and train others, including the ability to act in a lead-worker capacity. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

- Ability to utilize a variety of advisory data and information such as work requests, maintenance schedules, parts lists and catalogs, technical operating and repair manuals, budgets, purchase orders, invoices, time sheets, procedure and guidelines.

- Ability to communicate effectively with Public Works personnel, City vehicle and equipment users, vendor representatives, and the general public.

Mathematical Ability

- Ability to add and subtract, multiply and divide, and calculate percentages, fractions, decimals, volume and ratios. Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

- Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, directing and controlling.

- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

Physical Requirements

- Ability to operate equipment and machinery with some requiring complex and rapid adjustments, such as mechanic’s hand and power tools, computer terminal, engine diagnostic tools, hoists, lifts, telephone and a variety of vehicles.

- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements using a variety of mechanic’s tools.

- Ability to exert mildly heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.

- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

- Ability to work under moderately safe and comfortable conditions where exposure to environmental factors such as toxic agents, noise, vibrations, machinery, and/or dust, may cause some discomfort and where there is a risk of minor injury.
The City of Marinette is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date
City of Marinette
Position Description

Name: 
Position Title: Forester
Department: Forestry
Pay Grade: 5
FLSA: N
Date: September 2016
Reports To: Mayor/Superintendent of Public Works

Purpose of Position

The purpose of this position is to perform tree maintenance and Silva culture tasks to maintain an abundant and diverse park and street right-of-way tree population, under the direction of the Mayor and Superintendent of Public Works for the City of Marinette.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Chooses and marks areas to be planted, pruned, improved and cut.
- Removes dead, hazardous and/or nuisance trees. Prunes trees to remove diseased/dead limbs and allow for safe passage of vehicles and pedestrians. Plants trees.
- Plans forestry related projects for grant request.
- Supervises tree maintenance crews and performs tree maintenance tasks and tree surgery such as fertilizing, girdling, mulching, bark tracing, etc.
- Provides information to the public, City officials, businesses and other agencies regarding City forestry activities, in-person, by telephone or in writing. Develops informational presentations including slide shows and written informational materials. Gives presentations. Drafts news releases. Maintains Tree City USA information.
- Designs and constructs tree nursery. Plants and maintains nursery stock.
- Prepares forestry related grant applications. Directs grant projects.
- Organizes street tree plantings.
- Orders and chooses tree stock.
- Drafts landscape designs for community projects.
- Maintains computerized tree planting and removals inventory.
- Assesses and orders forestry equipment.
- Prepares work lists for stump removal and watering.
Forester

- Evaluates soil samples for disease and insect identification.

- Operates assigned equipment such as bucket truck, dump truck, stump grinder, tractors, snow plow, chippers, loaders, backhoes and brush mowers.

- Certified for commercial pesticide application.

- Supervise and/or perform all weed spraying along our city right of ways.

- Responsible for the supervision and performance of the maintenance on all city flowerbeds and landscaped areas.

- Share responsibility with Superintendent of Public Works maintaining compost area to DNR standards.

- Provide information on legal issues between disputing neighbors on tree and shrub disagreements and perform all tasks involved in condemnation, abatement policy on tree issues.

Additional Tasks and Responsibilities

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

- Performs routine truck maintenance and cleaning tasks.

- Removes brush, operates chipper, rakes and picks up debris.

- Waters nursery stock and plant material. Mulches, stakes and fertilizes trees.

- Performs shop and office custodial tasks.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Forest Management, Natural Resource Management or related field with one to two years' forest management experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Valid Wisconsin motor vehicle operator, commercial driver's and aerial lift truck licenses required.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure and/or sort, as well as assemble, copy, record and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.

- Ability to advise and interpret how to apply policies, procedures and standards to specific situations.

- Ability to utilize a variety of advisory data and information such as blueprints, soil samples, grant project applications and reports, press releases, promotional materials, nursery catalogs, City ordinances, directories, planting and forest improvement reports, maps, computer software operating manuals, pest identification manuals, technical study reports, procedures, guidelines, non-routine correspondence and laws.
- Ability to communicate effectively with Department personnel, DNR personnel, park users, surveyors, private contractors, business groups, civic groups, students, homeowners and the general public.

**Mathematical Ability**

- Ability to calculate percentages, fractions, decimals, volumes, ratios and spatial relationships. Ability to interpret basic descriptive statistical reports.

**Judgment and Situational Reasoning Ability**

- Ability to use functional reasoning and apply rational judgment in performing diversified work activities.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.

**Physical Requirements**

- Ability to operate computer keyboard/typewriter, calculator/adding machine, photocopier, dump truck, bucket truck, chain saws, chipper, tractor, drafting tools, chisel, sledge hammer, climbing ropes, ax and shovel.
- Ability to exert moderate to heavy physical effort in moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.
- Ability to coordinate eyes, hands, feet and limbs in performs semi-skilled movements such as cutting tool operations.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, textures associated with job-related objects, materials and ingredients.

**Environmental Adaptability**

- Ability to work in occasionally adverse conditions where environmental factors such as temperature extremes, wetness, machinery, noise, diseased/rotten trees and/or dust, may cause discomfort and presents injury risk.

The City of Marinette is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

_____________  _______________
Employee’s Signature  Supervisor’s Signature

_____________  _______________
Date  Date
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City Scale:

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Job Title: Forestry Equipment Operator

Department: Forest

Job Title: Forester

Department: Forest Administration
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Note: The table above represents the pay scale for various positions. The City Scale refers to the pay scale specific to the city, while the Department Pay refers to the pay scale within the department. The Department Minimum and Maximum Pay represent the lower and higher pay scales within the department, respectively.
Click or scroll to view upper level job (https://www.salary.com/tools/salary-calculator/diesel-mechanic-sr)


How To Become (https://www.salary.com/articles/how-to-become/how-to-become-a-diesel-mechanic)

Paid Annually

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Many jobs pay a substantial bonus in addition to a base salary.

Benefits are an important component of a total rewards package.

Check Salary + Bonus for this job (https://tools.salary.com/tools/salary-calculator/diesel-mechanic)
Benefits Information for this job (https://tools.salary.com/tools/salary-calculator/diesel-mechanic)

Ad start.ull.edu (800) 927-0145

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Industrial Technology, Manufacturer Training, 51 Week Program, Courses: Automotive, Diesel, Motorcycle, Marine.

Ad www.robinreports.com/careers

Now Hiring in Kaukauna WI - Join Our Team

Job Openings for Diesel Mechanic

Diesel Mechanic Supervisor

Salary /tools/salary-calculator/diesel-mechanic-supervisor?type=base
Salary + Bonus /tools/salary-calculator/diesel-mechanic-supervisor?type=bonus
Benefits /tools/salary-calculator/diesel-mechanic-supervisor-benefits
How To Become [https://www.salary.com/articles/how-to-become/how-to-become-a-diesel-mechanic]

Paid Annually - View as table /tools/salary-calculator/diesel-mechanic-supervisor?type=table

- 20% $35,304 - 25% $50,400
- 25% $56,908 - 50% $72,500
- 20% $69,077

Do you know the following factors can affect your pay? Check it out to see how much you are worth.
- Location
- Education
- Years of Exp.
- Direct Reports
- Reports To
- Performance

Get a Salary Increase [https://secure.salary.com/personal/salaryreport/new_chart?job=Diesel Mechanic Supervisor]

Marinette 54143

Many jobs pay a substantial bonus in addition to a base salary [https://www.salary.com/tools/salary-calculator/diesel-mechanic-sr]
Benefits are an important component of a total rewards package.

Ad start.ult.edu * (800) 927-0145

UTI Diesel Technician Training - Graduate In Less Than A Year
51 Week Program. Industrial Technology, Manufacturer Training. Courses: Automotive, Diesel, Motorcycle, Marine.

Diesel Program Info Diesel Tech FAQs Employment Services Campus Locations Financial Aid

Ad www.robsimpson.com/jobads *

Now Hiring in Kaukauna WI - Join Our Team

Job Openings for Diesel Mechanic Supervisor
Search [https://www.salary.com/job/searchresults?jobtitle=diesel+mechanic+supervisor]

1. Alderperson Jason Flatt, Committee Chairperson, called the Civic Affairs, Cemetery, Traffic and Lights Committee regular meeting to order at 05:00 PM in the Marinette Council Chambers, 1905 Hall Ave, Marinette WI.

2. Upon a call of the roll, the following Committee members attendance was recorded as follows:
   MEMBERS PRESENT: Alderpersons Flatt, Oitzinger (via Go to meeting), Hitt, Klegin & Kowalski.
   ABSENT: None
   OTHERS PRESENT: Mayor Genisot, Director of Public Works/City Engineer Miller, Alderperson Polzin & Keller, Judge Noppenberg, John Morton & Amber Myszka

3. Approving Civic Affairs, Cemetery, Traffic & Lights Committee prior month meeting minutes.
   Alderpersons Hitt moved/Klegin seconded and all concurred, to approve, as presented, the Civic Affairs, Cemetery, Traffic & Lights Committee regular meeting minutes from 07/20/20.

4. Discussion and possible action regarding street lighting on Tori Lane & Prairie St.
   City Engineer Brian Miller is still waiting for final pricing from WPS and is requesting more time to prepare the 3 options. No action was taken on this agenda item.

5. Discussion and possible action on the temporary placement of concrete barriers and/or the installation of permanent barriers on public property at 1510 Main Street
   Marinette Marine contacted Aldperson Flatt and asked to postpone the agenda item until the September Civic Affairs, Cemetery, Traffic & Lights Committee meeting. No action was taken on this agenda item.

6. Discussion and possible action regarding an ordinance, ordinance revision, and/or overlay district for private parking lots, pertaining to Municipal Code Chapter 13.
   The committee discussed preparing an ordinance to prevent demolition of Historic or any building for the sole purpose of a Parking lot and have City Attorney Gagan prepare the Ordinance and bring the draft to the September Civic Affair’s, Cemetery, Traffic and Light committee. Alderperson Oitzinger moved/ Flatt seconded and all concurred to have City Attorney Gagan prepare a Temporary Moratorium to include an approval process for demolition permits to the September 1st Common Council meeting.

7. Discussion and possible action to add a stop sign at the intersection of Leonard and Alameda Streets and to remove a stop sign at the intersection of Leonard and Cushman Streets
   Alderperson Kowalski received a complaint from a resident of Leonard St with concerns of the stop sign located at Leonard and Cushman St. Alderperson Flatt opened the floor for any citizen comments:
   • Frank Newell, 234 Leonard St spoke in favor of removing the stop sign on Leonard and Cushman St and adding a Stop sign on Alameda st and Leonard St. He stated this is a safety factor, he also presented a letter signed by 23 residents of the area who also wants the stop sign moved.
   • John & Kathy Heimbuch, 2020 Leonard St stated they also want the stop signed moved as traffic goes to fast coming from Red Arrow Park and moving the stop sign would slow them down.
   • Frank Korckak, 515 Bay View St also wants the stop sign moved. Traffic is bad all hours of the day. Area needs to be monitored.
   As required per MMC a 30-day review needs to be done regarding any City Street Traffic control sign.
   Alderperson Hitt moved/ Klegin seconded and all concurred to have City Engineer Miller and Police Chief Mabry do the required 30-day study and bring back to the September Civic Affair’s, Cemetery, Traffic and Light Committee.

8. Discussion regarding future agenda items.
   • Alderperson Flatt asked if any items are requested to contact him.

9. Adjournment – Alderpersons Kowalski moved/Hitt seconded and all concurred to adjourn at 5:31PM.
   Lana Bero, City Clerk

(Next regular Civic Affairs, Cemetery, Traffic & Lights Committee meeting is Monday 09/21/20 @ 05:00 in the Common Council Chambers).

CC: Committee members, Common Council members, Mayor, City Attorney, Public Works Director, Public Works Superintendent, Police Chief & Clerks file

Civic Affairs, Cemetery, Traffic & Lights Committee Meeting Minutes Page 1 of 1
1. 1st Ward Alderperson Ken Keller, Board President, called the regular Marinette Board of Public Works Meeting to order at 04:32 P.M. in the Common Council Chambers at Marinette City Hall, 1905 Hall Avenue, Marinette, WI.

2. Upon a call of the roll it was determined a quorum of the Board were present and attendance was documented as follows:
MEMBERS PRESENT: Mayor Genisot, Alderpersons Keller, Skorik, Hitt, Flatt, City Engineer /Director of Public Works Miller, Finance Director/City Treasurer Miller.
ABSENT & EXCUSED: Alderperson Anderson & City Attorney Gagan

OTHERS PRESENT: Judge Noppenberg, Alderperson Polzin & Kowalski, John Morton, Lynette Brosig & Amber Myszka.

3. Board of Public Works meeting minutes.
Alderperson Hitt moved/ Flatt seconded, and all concurred, to approve, the Board of Public Works regular meeting minutes from 7/21/20 and Special 8/4/2020.

4. Discussion and possible action regarding flooding.
Alderperson Keller provided some information regarding precipitation this year compared to other years. The average in 2019 was substantially higher than previous years. In 2020 July and August were also elevated. The Army Core of engineers stated the levels of lake Michigan is 4 inches higher than last year. Keller is recommending the City apply for the proper permits and continue pumping and discharge into the Bay of Green Bay. Finance Director/City Treasurer Miller moved/ Alderperson Flatt seconded and all concurred to recommend the Common Council have the City apply for the proper permits and continue to pump the flooded areas.

5. Discussion and possible recommendation to the Common Council regarding sump pump ordinance.
Included in the packet was a draft ordinance regarding sump pumps. Alderperson Flatt is concerned that there is a similar Ordinance already in place in Chapter 16. Alderperson Keller indicated the draft ordinance is more specific to Mini Storm Sewers with a lateral. Alderperson Flatt moved/ Hitt seconded and all concurred to recommend the Common Council accept the specific language in the proposed ordinance and have City Attorney Gagan add the language to the existing Ordinance in Chapter 16.

6. Discussion regarding street lights located along USH 41, and the USH 41 Bridge street lights, parapet, and railing.
The committee asked Director of Public Works/City Engineer Brian Miller to bring back cost data at the Board of Public Works meeting in July and a recommended replacement program. Director of Public Works/City Engineer Brian Miller distributed a memorandum with the details and costs for the Street Light. The pole manufacturer’s representative was called in to perform an inspection of each street light pole. It was determined 16 poles will require replacement. The remaining 53 poles will require scraping and repainting. The cost of each new aluminum pole is approximately $3,000. The cost to remove the existing poles, remove the arm and light fixture from the pole, reassemble and attach the arm and light fixture onto the new pole, and install the new pole onto the concrete base is approximately $4,000. The total cost for each replacement pole is $7,000. The total cost to replace 16 decorative street light poles is approximately $112,000.
The plan moving forward is to replace 16 poles with new aluminum poles. The remaining 53 poles will be scraped and repainted. The approximate cost to scrape and repaint the poles is $20,000. Any time a pole is knocked down, it will be replaced with the aluminum pole. The new aluminum poles could be purchased from the 2020 capital budget ($48,000). The $64,000 installation cost could be budgeted in the 2021 capital budget. The $20,000 scraping and repainting cost could also be included in the 2021 budget. Alderperson Hitt moved/ Flatt seconded and all concurred to recommend the Common Council approve to replace 16 poles with new aluminum poles. The remaining 53 poles will be scraped and repainted for $20,000.

Cc: Council Packet; Board members, Ashley Van Haren; Finance Department/Accounts Payable, Water/Wastewater Utility Operations Manager.
The new aluminum poles purchased from the 2020 capital budget ($48,000). The $64,000 installation cost be budgeted in the 2021 capital budget. The $20,000 scraping and repainting cost also be included in the 2021 budget.

7. **Bid results for HVAC Preventative Maintenance & Repair Services.**
Director of Public Works Miller/City Engineer distributed a bid results sheet for HVAC Preventative Maintenance. 3 bidders responded to the request.
Finance Director/City Treasurer Miller moved/ Alderperson Skorik seconded and all concurred to recommend the Common Council approve the bid from Energy Control and Design, Inc. in the amount of a total base bid of $7,200.00 with an hourly rate of $111.00, a premium hourly rate of $166.50 and a mileage rate of $0.72/Mile.

8. **Pay Request No. 4 in the amount of $287,006.12, and Change Order No. 3 in the amount of +$4,992.48, to Barley Trucking and Excavating, Inc. for the State Street Reconstruction Project, No. 2020-100.**
Mayor Genisot moved/ Alderperson Hitt seconded, and all concurred, to recommend the **Common Council approve** Pay Request No. 4 in the amount of $287,006.12, and Change Order No. 3 in the amount of +$4,992.48, to Barley Trucking and Excavating, Inc. for the State Street Reconstruction Project, No. 2020-100.

9. **Topics for Next Meeting.**
Update on flooding/pumping.

10. **Adjourn.**
Alderperson Skorik moved/ **Finance Director/City Treasurer Miller** seconded & all concurred, to adjourn at 5:05PM.

Lana Bero, City Clerk

*(Next regular Board of Public Works meeting is 9/15/20 @ 04:30 PM, within Common Council Chambers, 1905 Hall Ave., Marinette Wisconsin.)*
MEMORANDUM

TO: Mayor Genisot  
Board of Public Works

FROM: Brian R. Miller  
Director of Public Works

DATE: February 12, 2020

SUBJECT: Street Lights Along USH 41 -- Replacement Plan

USH 41 was reconstructed in 2004/2005 (Marinette Avenue, Hall Avenue, and the Interstate Bridge). The project consisted of replacing the underground utilities, totally reconstructing the road, installing new traffic signals and new street lights.

The street light selected for this project was a decorative steel light pole, with a decorative arm, and light fixture. There were 69 decorative poles installed along Hall Avenue and up to the state line on the USH 41 Bridge.

There is rust forming on most of the poles. The pole manufacturer's representative was called in to perform an inspection. His inspection included a hammer test -- banging a hammer against the flaking paint and rust. In some cases, the rust was superficial and not of great concern. Scraping the rust and repainting the poles would prolong the useful life. However, in some cases, the corrosion was extreme and it has weakened the poles to the point that they need to be removed and replaced.

An inspection of each street light pole was conducted to determine if the pole could remain after some scraping and painting, or if the pole should be replaced. It was determined 16 poles will require replacement. The remaining 53 poles will require scraping and repainting.

The street light poles installed along Hall Avenue between State Street and Van Cleve Avenue are a decorative pole. These poles support a similar arm and light fixture, and they look very similar to the poles used along Hall Avenue and the Interstate Bridge. The major difference is they are made of aluminum. They are an anodized aluminum pole and then powder coated for maximum corrosion resistance. These poles will work on the existing anchor bolts & foundations. One advantage to this pole is the existing arms, fitters & light fixtures can be reused. Additionally, the existing banner arms & flagpole holders will work with the new poles with some slight modification.

The cost of each new aluminum pole is approximately $3,000. The cost to remove the existing poles, remove the arm and light fixture from the pole, reassemble and attach the arm and light fixture onto the new pole, and install the new pole onto the concrete base is approximately $4,000. The total cost for each replacement pole is $7,000. The total cost to replace 16 decorative street light poles is approximately $112,000.
The plan moving forward is to replace 16 poles with new aluminum poles. The remaining 53 poles will be scraped and repainted. The approximate cost to scrape and repaint the poles is $20,000.

Any time a pole is knocked down, it will be replaced with the aluminum pole.

The new aluminum poles could be purchased from the 2020 capital budget ($48,000). The $64,000 installation cost could be budgeted in the 2021 capital budget. The $20,000 scraping and repainting cost could also be included in the 2021 budget.
# BID RESULTS
HVAC PREVENTATIVE MAINTENANCE
CITY OF MARINETTE

Advertised on 08/05/2020 & 08/10/2020
Bids Received 8/17/2020 @ 11:00 A.M.

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>TOTAL BASE BID</th>
<th>REGULAR HOURLY RATE</th>
<th>PREMIUM HOURLY RATE</th>
<th>MILEAGE RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automated Comfort Controls, Inc.</td>
<td>$6,850.00</td>
<td>$95.00</td>
<td>$142.50</td>
<td>$0.65/mile</td>
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<tr>
<td>2085 W. Packard Street</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Appleton, WI 54914</td>
<td></td>
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<tr>
<td>Energy Control and Design, Inc.</td>
<td>$7,200.00</td>
<td>$111.00</td>
<td>$166.50</td>
<td>$0.72/mile</td>
</tr>
<tr>
<td>3137 North Roemer Road</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Appleton, WI 54912</td>
<td></td>
<td></td>
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<tr>
<td>Mechanical Technologies, Inc.</td>
<td>$16,978.00</td>
<td>$107.50</td>
<td>$129.00</td>
<td>N/A</td>
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<tr>
<td>701 Morley Road</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Green Bay, WI 54303</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CONTRACTOR: **BARLEY TRUCKING AND EXCAVATING, INC.**

PAYMENT NO.: **4th & PARTIAL**

OWNER: **CITY OF MARINETTE**

DATE: **AUGUST 12, 2020**

DESCRIPTION OF JOB: **STREET AND UTILITY CONSTRUCTION FOR STATE STREET (PROJECT NO. 2020-100)**

<table>
<thead>
<tr>
<th>AMOUNT</th>
<th>TOTAL TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMOUNT EARNED</td>
<td>$ 743,254.15</td>
</tr>
<tr>
<td>AMOUNT RETAINED</td>
<td>$ 18,581.35</td>
</tr>
<tr>
<td>PREVIOUS PAYMENTS</td>
<td>$ 437,666.68</td>
</tr>
<tr>
<td>AMOUNT DUE</td>
<td>$ 287,006.12</td>
</tr>
</tbody>
</table>

ESTIMATED PERCENTAGE OF JOB COMPLETED: **65%**

IS CONTRACTOR'S CONSTRUCTION PROGRESS ON SCHEDULE  

| X  | YES | NO |

I HEREBY CERTIFY THAT I HAVE CAREFULLY INSPECTED THE WORK AND AS A RESULT OF MY INSPECTION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE QUANTITIES SHOWN IN THIS ESTIMATE ARE CORRECT AND HAVE NOT BEEN SHOWN IN PREVIOUS ESTIMATES AND THE WORK HAS BEEN PERFORMED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

OWNER: BY: **BRIAN R. MILLER**  
8.11.2020

CONTRACTOR: **BARLEY EXCAVATING, INC.**

____________ (SIGNATURE)  

_________________ (TITLE)  

_________________ (SIGNATURE)  

_________________ (TITLE)
CONTRACT CHANGE ORDER NO. 3

DATE: AUGUST 12, 2020
OWNER: CITY OF MARINETTE
PROJECT: STREET AND UTILITY CONSTRUCTION FOR STATE STREET

PROJECT NO.: (2020-100)
CONTRACTOR: BARLEY TRUCKING AND EXCAVATING, INC.

REASON FOR CHANGE ORDER: We added a Storm Manhole and 15” Storm Sewer to the old Everards lot on State Street for future development. Also a Storm Manhole had to be reconstructed because the existing build up rings had deteriorated.

<table>
<thead>
<tr>
<th>CONTRACT AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL CONTRACT AWARD: $ 1,176,985.37</td>
</tr>
<tr>
<td>PREVIOUS CHANGE ORDERS: $ 3,762.05</td>
</tr>
<tr>
<td>THIS CHANGE ORDER: ADD $ 4,992.48</td>
</tr>
<tr>
<td>ADJUSTED CONTRACT PRICE: $ 1,185,739.90</td>
</tr>
</tbody>
</table>

THIS DOCUMENT SHALL BECOME AN AMENDMENT TO THE CONTRACT AND ALL STIPULATIONS AND COVENANTS OF THE CONTRACT SHALL APPLY HERE.

OWNER: CITY OF MARINETTE
BY: [Signature] 8.11.2020
BRIAN R. MILLER, P.E.
DIRECTOR OF PUBLIC WORKS

ACCEPTED:
CONTRACTOR: BARLEY EXCAVATING, INC.
BY: _______________________
TITLE: _____________________
AMENDMENT TO AGREEMENT

Amendment dated August 27, 2020

The Agreement for Professional Services made as of March 25, 2020 between City of Marinette, 1905 Hall Avenue, Marinette, WI 54143 (OWNER) and Ayres Associates Inc, 3376 Packerland Drive, Ashwaubenon, WI 54115 (CONSULTANT) is hereby amended as set forth below.

Add the following under SCOPE OF SERVICES:

Ayres Associates to provide construction inspection services for the Hattie Street Bridge Fishing Platform Repairs:
- Conduct one (1) pre-construction meeting with the selected contractor, OWNER and other interested parties. Meeting to be held virtually via Skype.
- Complete initial onsite visit with the contractor and OWNER prior to beginning field operations to review the overall project.
- Provide part-time onsite inspection of the contractor non-critical operations. The frequency and duration of these visits will be determined by the Project Manager and be based on the contractor’s current work operation to verify work is being constructed accordingly to the project plans and specifications.
- Provide full-time onsite inspection services during the following contractor critical operations:
  - Placement of epoxy sealer.
  - Removal of concrete surface repairs and placement of concrete masonry.
  - Cleaning of concrete patch areas, concrete masonry anchor installation and placement of concrete masonry.
- Complete documentation for the contractor(s) daily operations.
- Complete necessary measurements/computations for quantity payment by the OWNER.
- Conduct a final walk through with OWNER at project completion and create a final punch list and review contractor’s efforts to address issues.
- Contractor field operations is anticipated to be three (3) weeks.

Add the following under TIME SCHEDULE:

Ayres Associates to complete construction inspection services by November 15, 2020.

Add the following under FEE:

Perform construction inspection services for an amount equal to CONSULTANT’s Direct Labor Costs times a factor of 2.85 for employees engaged directly on the project, plus Reimbursable Expenses. Total compensation is estimated to be $17,500.00.

The maximum total contract amount is $22,000.00 ($4,500.00 Original Contract + $17,500.00 Amendment #1). This amount shall not be exceeded unless approved in writing by the OWNER.

Reimbursable expenses incurred are based on the rates set forth in Appendix 1.
In Witness Whereof, the parties hereto have made and executed this Amendment to Agreement as of the day and year first written above.

City of Marinette
OWNER

Ayres Associates Inc
CONSULTANT

(Signature)

(Typed Name)

(Title)

(Date)
Policy: It’s the policy of Ayres Associates that costs associated with equipment and supplies identified as having been used on a specific project be charged to that project and not to general overhead. All equipment rates are based on actual costs and are reviewed/updated annually.

Company-Owned Equipment

**ENVIRONMENTAL MONITORING, SAMPLING, TESTING:**
- FID/PID/OVA: $50.05 Day
- FLOW 3D Model Processing: $77.15 Core hour
- Flowmeter: $275.00 Month
- Groundwater Sampling: $11.65 Sample
- Nuclear Density: $47.90 Day
- Peristaltic Pump: $63.00 Day
- Proactive Monsoon Pump: $73.20 Day
- Soil Sampling: $4.10 Sample
- Temp/pH Conductivity Meter: $6.80 Day
- Water Level Meter: $32.00 Day

**CONSTRUCTION TESTING AND SAMPLING:**
- Concrete/Testing Equipment: $10.20 Day

**PHOTOGRAHMATIC AND SURVEYING:**
- Digital Photogrammetric Workstation: $8.85 Hour
- Drone: $315.00 Day
- GPS: $48.85 Day
- High Precision Digital Level: $26.70 Day
- Laser/Automatic Level: $33.65 Day
- Total Station (Robotic): $47.65 Day
- TX8 HD LiDAR System: $1,900.00 Day

**STRUCTURAL ABOVE/UNDERWATER INSPECTION:**
- Air Tank: $13.35 Tank
- Company-owned Dive Suit/Gear: $145.00 Day
- General Inspection Equipment: $29.45 Day
- NDT/Testing Equipment: $445.00 Day
- Resitograph: $165.00 Day
- Surface Supplied Air/Diver: $560.00 Day
- Underwater Camera: $38.85 Day

**SUBSURFACE UTILITY EQUIPMENT:**
- Hammer Drill & Accessories: $105.00 Day
- RD Electronic Locating Device: $22.75 Day
- RD Ground Penetrating Radar: $760.00 Day
- VAC Truck: $425.00 Day

**TRAFFIC DATA COLLECTION:**
- Miovision Scout VCU: $125.00 Day
- Traffic Counter: $53.30 Day

**TRANSPORTATION:**
- All-Terrain Utility Vehicle (ATV/UTV): $275.00 Day
- Boat/Motor/Trailer: $310.00 Day
- Company Trucks: $0.85 Mile
- Personal Auto: Current IRS Rate

Rented Equipment

- Employee-owned Dive Gear: $15.00 Day
- Employee-owned Wet Suit: $10.00 Day
- Rental Bucket Lift Truck: $780.00 Day

Meals and Lodging (as of October 01, 2019)

Traveler reimbursement is dependent upon where the project is located, not the accommodations nor where the office is located. Meal and lodging rates are consistent with rates posted on the US Government’s Federal Travel Regulations website at: [www.gsa.gov/perdiem](http://www.gsa.gov/perdiem)

The following table shows the breakdown of the Basic (CONUS) rate for lodging, breakfast/continental breakfast, lunch, and dinner. Ayres Associates current CONUS per diem rate is $146 for lodging and meals (less incidental expenses.)

<table>
<thead>
<tr>
<th>Rate Description</th>
<th>Explanation</th>
<th>Basic Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lodging</strong></td>
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<td><strong>Standard Rate</strong></td>
</tr>
<tr>
<td>M &amp; IE Meals</td>
<td>and incidental as listed on federal website</td>
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</tr>
<tr>
<td>Less incidental expenses (not reimbursed)</td>
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<td>$55</td>
</tr>
<tr>
<td>Company reimbursement excluding Incidents</td>
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<td>($5)</td>
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<tr>
<td><strong>Ayres Associates daily meals rate</strong></td>
<td>(Not reimbursement rate)</td>
<td>$50</td>
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<tr>
<td><strong>Rates for meals segregated by type</strong></td>
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</tr>
<tr>
<td>Breakfast/Continental Breakfast</td>
<td></td>
<td>$13</td>
</tr>
<tr>
<td>Lunch</td>
<td></td>
<td>$14</td>
</tr>
<tr>
<td>Dinner</td>
<td></td>
<td>$23</td>
</tr>
<tr>
<td>First &amp; Last Day of Travel (Meals @ 75%)</td>
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<td>$37.50</td>
</tr>
<tr>
<td>Ayres &quot;Net meals rate&quot; reimbursed at 75%</td>
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<td></td>
</tr>
</tbody>
</table>

Project Location Look-up:
1. Meal and lodging rates differ by location.
2. For a map of the continental United States go to: [www.gsa.gov/perdiem](http://www.gsa.gov/perdiem)
3. Search the projects location by City, State, or Zip Code.
4. Cities not appearing on the website may be located within a county for which rates are listed.
5. To determine what county a city is located in, go to: [www.naco.org](http://www.naco.org) and choose "Counties".
Reimbursable Expense Schedule (Revised May 03, 2020)

Vendor Supplies - Actual Cost

Aerial mapping
Aerial Photography
SS gallon drums
Airfare
Aluminum cap domes
Aluminum caps
Asphalt lab test
All terrain vehicles
Audience response devices
Augering devices
Baggage fees
Batteries
Bentonite
Bid notice fees
Binders
Binding
Blueprints/blueprints
Bleach
Boat rental
Boat ramp fees
Boundary posts/markers
Camera
Car rentals/fuel
Carbon dioxide tubes
Casing
Climbing gear
Computer flash drives
Concrete
Concrete coring
Concrete testing/equipment
Concrete cylinder molds
Corner marker pipe
Data research/services/materials
Decontamination materials
Depth-sounder meters
Disposable bailers
Disposable cameras
Disposable gloves
Distilled water
Dividers and tab stock
Drill bits
Dry-lock fast plugs
Duct tape
Equipment rental
Fees/permits/licenses titles
Fence posts
Field books
Filler paper
Film/development/photos
Flagging tape
Flags
Flow & FLOW 3D testing equipment
Flow meters
Gaskets
Generator rental
Geotechnical testing/lab services
GIS data
Gloves (rubber or cloth)
GPS equipment
Hammer drill & accessories
Haz Mat Site Database Research
Hub flags
Hubs
Hydrolift pump
Ice
Interface probing devices
Internet services, faxes
Lab services, testing, supplies
Laser level
Lath
Legal document costs
Legal notice fees
Light rail fees
Locking caps, caps
Locking well caps, well caps
Lodging/extended stay
Locks
Lumber crayons
Magic markers
Maps
Marking paint
Materials testing (cylinders/aggregate)
Meals
Medical monitoring
Medical testing
Meeting room rental
Methanol
Micron filters
Models
Monuments
Multi-spectral scanner
Mylar
Nail marker tabs
Nails
Nuclear Density Meter
On-line access fees
On-line survey research
Oxygen meter
Paper towels
Parking fees
Permit fees
Pipe
Pipettes
Plan fees
Plastic bags
Plastic-coated line
Plats/recording fees
Plots
Polyethylene bailers
Public info meetings/costs
Presentation materials
Printing/Reproduction/Plots
Public notice fees
Publications
Rebar
Recording fees
Reference materials
Research fees
Review Fees
Robotic survey equipment
Rope
Safety equipment
Safety supplies
Sampling Jars
Scans
Sediment sampling
Shelby tubes
Shipping fees
Shipping/postage (mass mailings)
Shuttles and taxis
Smoke bombs
Software – project specific
Soil sample liners
Spatulas
Spikes
Stake chasers
Stake tack
Survey markers
Syringes
T posts
Teflon bailers
Telephone (employee reimb)
Temporary help agencies
Temporary housing/lodging
Testing kits
Tide gauges
Toll fees
Total station
Traffic control/protection
Traffic counting equipment
Traffic data fee
Tubing
Tyvek Suit
Ultrasonic/weld testing
Utility exploration trenching
Vapor sampling
Vellum
Vials
Video recording equipment
Washers
Water filters
Water/Sewer testing equip, sup
Water level recording devices
Well materials
Well seals
Whiskers
BID RESULTS
STORAGE BUILDING ADDITION – PROJECT #2020-160
CITY OF MARINETTE, WISCONSIN

Advertised 8/13/20 & 8/20/20

<table>
<thead>
<tr>
<th>CONTRACTOR</th>
<th>BID BOND</th>
<th>BID AMOUNT</th>
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Bids Received 8/27/20 @ 9:00 AM
1. Committee Chairperson Kowalski called the Parks and Recreation Committee regular meeting to order at 04:30 PM in the Marinette Council Chambers, 1905 Hall Ave, Marinette WI.

2. Upon a call of the roll, the following Committee member’s attendance was recorded as follows:
   MEMBERS PRESENT: Alderpersons Kowalski, Polzin, Keller & Klegin.
   ABSENT: Alderperson Anderson
   OTHERS PRESENT: Executive Recreation Director Gavin Scray, Marketing Director Melissa Ebsch, Alderperson Oitzinger (via go to meeting), Assistant Recreation Director Adrienne Lacy, Alderperson Hitt, Judge Noppenberg, Superintendent of Public Works Pat Carlson, Recreation Program Coordinator Tyler Crossman & Amber Myszka.

3. Approve minutes of July 20th 2020 meeting.
   Alderperson Polzin moved/Klegin seconded and all concurred to approve as presented the meeting minutes from July 20th, 2020.

4. Introduction of Recreation Program Coordinator Tyler Crossman
   Chairperson Kowalski introduced Tyler Crossman the new Recreation Program Coordinator. Tyler previously worked in Crivitz at the Community Center as the Program and Fitness Trainer.

5. Executive Director of Recreation & Events report.
   Executive Recreation Director Scray provided his monthly report for August for the new Community REC center. Scray stated the Pool Is set to close on Friday August 21st and the season ran smoothly. The first layer of ice has been installed in the Ice facility and should be ready by the end of the week.

6. Assistant Recreation Director’s report.
   Assistant Recreation Director, Adrienne Lacy provided her monthly report for August. Lacy stated her staff was amazing during the Covid Pandemic. She also introduced a new program that will be implemented this year for 6th-12th grade students as students will not be in school all day they will use 1 room in the facility to help as a Study Hall.

7. Public Work’s Superintendent Report
   Public Work’s Superintendent, Pat Carlson provided his monthly report for July. Carlson reported camping attendance was down this year due to Covid-19 Pandemic.

8. Director of Tourism and Marketing report.
   Melissa Ebsch provided her report that included future events for the Community REC Center. She stated they are hoping not to have to cancel any events this fall due to the Covid-19 pandemic. The staff is trying to reschedule any events that were cancelled this year.

9. Discussion and possible action regarding a formal plan for Higley Field/Tot Lot building
   Chairperson Kowalski informed the committee herself, Alderperson Polzin, Mayor Genisot and City Engineer Brian Miller visited Higley Field and asked City Engineer Miller to put together some options to look at for the next Parks and Recreation meeting in September.

10. Items for July agenda –
    • Options for Formal Plan for Higley Field/Tot Lot Building/Playground.

11. Adjourn. Alderpersons Polzin moved/Klegin seconded and all concurred to adjourn at 4:52PM.
    Lana Bero, City Clerk

(Next regular Parks and Recreation Committee meeting is Monday 9/14/20 @ 4:30 in the Common Council Chambers).
1. 2nd Ward Alderperson Skorik City of Marinette Public Safety and Code Enforcement Committee Chairperson, called the meeting to order at 05:34 PM in the Marinette City Hall Common Council Chambers, 1905 Hall Avenue, Marinette WI.

2. Upon a call of the roll it was determined a quorum of committee members were present and the following attendance was recorded:
   COMMITTEE MEMBERS PRESENT: Alderpersons Skorik, Flatt, Oitzinger (via go to meeting), Klegin & Hitt.
   ABSENT: None
   OTHERS PRESENT: Mayor Genisot, Police Chief Mabry Judge Noppenberg & Fire Chief Heckel, Assistant Fire Chief Campbell

3. Public Safety and Code Enforcement Committee Meeting minutes.
   Alderpersons Hitt moved/Flatt seconded and all concurred, to approve, as submitted, the City of Marinette Public Safety and Code Enforcement Committee regular meeting minutes from 07/20/20.

4. Police Department activity report.
   Police Chief Mabry prepared and included within today’s meeting agenda packet the Marinette Police Department’s activity/operations reports for July. Chief Mabry also responded to a request from last month’s meeting regarding the costs the Police Department incurred for President’s Trump recent visit to Marinette Marine, he stated the total costs were 1,982.02 for 66 man hours of assistance to include security and traffic issues, and also stated the funds are not reimbursed to the City.

5. Fire Department activity report.
   Fire Chief Heckel prepared and included within today’s meeting agenda packet the Marinette Fire Department’s activity/operations reports for July.

6. Building, Inspection /Assessor’s Department activity reports.
   Municipal Building & Zoning Code Inspector Curt Demlow prepared and included in today’s meeting agenda packet his building inspection office activity report showing current and prior year comparative year-to-date data through July 2020 of various permits and inspections completed by the Building Code Inspector’s Office.

   Municipal Code/Animal Control Enforcement Officer Cherry prepared and included in today’s meeting agenda packet her Office’s Animal Control activity report showing comparative prior and current year-to-date (through July 2020) detail of Department calls she received for various stray animals including dogs, cats, raccoons, skunks, deer and other animals along with documented reports of animals biting humans. Officer Cherry also included separate reports listing non-compliant property owners who had the following property issues: unlicensed vehicles stored in yards, unsightly debris scattered across yards, failure to provide timely grass cutting and illegal outdoor storage of appliances.

8. City of Marinette CY 2019-2020 Weights and Measures annual local compliance report submitted by the City’s certified contractor, Mark Nickel - for informational purposes only.
   The agenda item was for information only; no action was taken.

9. Discussion and possible recommendation to the Common Council to approve an ordinance to amend Chapter 16, Building and Electrical Code (see attached).
   Building Inspector Demlow stated we no longer have an Inspector to do the Electrical Inspections, there are also some modification to the housing code sections to bring it up to today’s standards. The past governor took away the regulation of inspecting housing and rental units annually or at the time of sale, it is now illegal to do any point of sale or yearly inspections of property. This change to the code takes into account that change and removes or alters those references to inspection of rental units and point of sale inspections but leaves some enforcement action references in case there is a need. Alderperson Flatt moved/ Hitt seconded and all concurred to recommend the Common Council approve an ordinance to amend Chapter 16, Building and Electrical Code.

10. Discussion and possible recommendation to the Common Council to approve an Ordinance to create MMC 13.4500 Fences, Retaining Walls and Hedges.
    Inspector Demlow stated this is a Zoning Code Change. Alderperson Oitzinger stated a Zoning change needs to be approved by the Plan Commission. Alderperson Flatt moved/ Hitt seconded and all concurred to
recommend forwarding the item to the City Attorney for his review and have City Attorney Gagan forward to the proper committee regarding the ordinance to create MMC 13.4500 Fences, Retaining Walls and Hedges. Alderperson Flatt would like Building Inspector to look at the Fence Ordinance (regarding picket fences) in depth for example it states must have at least a 5/8 flat top, then says you can’t build a picket fence in Marinette.

11. Discussion and possible recommendation to the Common Council to approve a $36,000 FEMA Assistance to Firefighters Grant for battery powered extrication equipment. Assistant Chief Campbell was present to talk about the FEMA Grant. The Fire Department was awarded a $36,000 grant on August 6th for new extrication equipment, the current equipment is 25 years old. The total cost of the equipment is $37,985.00 and the federal grant was $36,176.19. The Fire department’s contribution is only 5% at $1,808.81 which will be taken out of the Fire Department Special Rescue account. Alderperson Hitt moved/ Kowalski seconded and all concurred to recommend the Common Council approve the $36,176.19 FEMA Assistance to Firefighters Grant for battery powered extrication equipment.

12. Discussion and possible action to approve the purchase of the equipment from 5-Alarm Fire and Rescue equipment as a sole source Hurst Tool dealer for our region. Alderperson Hitt moved/ Kowalski seconded and all concurred to recommend the Common Council approve the purchase of the equipment stated in item 12 from 5-Alarm Fire and Rescue equipment as a sole source Hurst Tool dealer for our region.

13. Adjournment. Alderpersons Flatt moved/Klecin seconded and all concurred, to adjourn at 6:14PM.

Lana Bero, City Clerk

(The next regularly scheduled Public Safety and Code Enforcement Committee meeting is Monday 9/21/20 @ 05:30 PM, or immediately following the Civic Affairs, Cemetery, Traffic and Lights Committee meeting, whichever is later, within the Common Council Chambers.)

CC: Committee members; Common Council members; Mayor, City Attorney; City Building Code Inspector; Police Chief; Fire Chief; Code Enforcement Officer and Clerks file
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B. Other than an allowable decorative fence, a fence may be constructed along an interior lot property line, not to extend into the front setback area.

C. No fence or segment of a fence shall be constructed nearer than four (4) feet of any property line adjacent to an alley. (Ordinance 2005-2028 adopted 4-4-05)

D. Vision Triangle: On a corner lot no fence shall be allowed in the setback area of a corner lot at the intersection of the adjacent side street and rear alley property lines described as follows: A triangle formed by the corner point of the lot on the rear and side lot line, ten (10) feet in from the corner.

16.0123 FENCES IN ALL DISTRICTS

A. No fence or segment of a fence shall be constructed nearer than four (4) feet of any rear property line, except that in I-1 Light Industrial and I-2 Heavy Industrial may have a fence constructed on any property line, provided that no fence in the front setback obstructs vision to an extent greater than fifty percent (50%).

B. Unless otherwise provided herein, no fence shall be constructed with any point higher than six (6) feet above ground level; however, that fences in Light and Heavy Industrial zoned areas shall not be higher than eight (8) feet above ground level, excluding devices for holding barbed wire.

C. No fence shall be constructed which is a picket fence or which is of an otherwise dangerous condition, or which conducts electricity or is designed to electrically shock or which uses barbed wire, provided, however, that barbed wire may be used in Light and Heavy Industrial zoned areas if the devices securing the barbed wire to the fence are eight (8) feet above the ground and project toward the fenced property and away from any public area.

D. All fences shall be maintained and kept safe and in a state of good repair and the finished side or decorative side of a fence shall face adjoining property.

E. Any fence necessary at any school, public park or other public recreational facility to accommodate recreational activities shall be exempt from the maximum height requirements of this section.

F. In B-3 Highway Business Districts only, a fence not to exceed 14’ in height shall be allowed in the rear setback for the purpose of outside storage for home improvement merchandise stores.

16.0124 FENCES AROUND SWIMMING POOLS

In-ground swimming pools and swimming pools having an above ground side wall height of eighteen (18) inches or more either permanently installed or kept filled for periods of overnight or longer, shall be either guarded or fenced as follows:

A. Fencing shall be a minimum of four (4) feet above the top of the ground and the fence and/or surrounding structures shall enclose the entire pool area; fence gates protecting pools shall be automatically closed and locked upon release. Gates shall not be capable of opening from the outside and shall be
Regulating Removal of Salvageable Non-Structural Materials from Vacated Buildings

A. PURPOSE. The purpose of this Ordinance is to regulate the removal of salvageable materials from vacated buildings, not otherwise occurring as part of an approved demolition plan or for the purposes of remodeling, for any purpose other than personal re-use by the owner or personal re-use or required removal by a tenant of the property from which it was removed, without immediate functional replacement thereof.

B. AUTHORITIES. Building Inspector.

C. DEFINITIONS.

Owner. The term “owner” shall mean the title holder(s) to real property on which stands any vacated building or structure from which any salvageable material is removed.

Tenant. The term “tenant” shall mean a person or entity entitled by written agreement, to occupy the building or structure, or portion of the building of structure, from which any salvageable material is removed.

Operator. The term “operator” shall mean any person, corporation or other business entity or holder of a security interest that undertakes the removal of salvageable material from a Vacated Building within the jurisdictional limits of the City of Marinette, or which directs or allows such removal.

Salvageable Material. Real or tangible personal property that:

1. is man-made;
2. is affixed to real property or any improvement to real property;
G. PERMIT APPLICATION.

1. The applicant may be the owner of the real estate, or a Contractor hired by the owner, tenant or the holder of a security interest in the property, Vacated Building or structure, or the salvageable material. Under all circumstances, the applicant, if other than the owner, shall be jointly and severally responsible for compliance with the terms of this Ordinance.

2. Application for a permit, whether initial or renewal, shall be filed with the City Clerk or equivalent on forms provided by the City of Marinette. The application shall include:
   a. Location and square footage of occupiable space in building(s).
   b. Name, address and contact information of owner of the building(s).
   c. Names, addresses and contact information for contractors engaged to carry out the activity.
   d. Plan for removal of salvageable material including the following details:
      i. Project schedule and budget.
      ii. Inventory and projected quantities (by weight or volume) of materials to be removed from the building for salvage purposes.
      iii. Proposed disposition of salvageable materials.
      iv. Dust, noise and odor control.
      v. Hours of operation.
      vi. Fire suppression.
      vii. Traffic safety and public infrastructure protection.
      viii. Site security.
      ix. Building and grounds management and restoration.
      x. Proposed post-salvage property ownership and use, if known.
      i. Hazardous materials inventory including raw materials, waste materials, asbestos containing materials, and [with respect to any portion of the building, structure or salvageable material to be altered in the course of the work] an inventory of lead painted surfaces and PCB-containing materials.
      ii. Hazardous materials handling, management and disposal prior to salvaging.
      iii. Proposed environmental monitoring or remediation.
   f. Plan for disposal of waste, including proposed disposition.
   g. Proof of required demolition/renovation notifications to the appropriate State regulatory agency(ies).

The Issuing Body may require additional information of a specific applicant.

3. A permit fee must accompany the application. Permit fees shall be established by resolution of the Governing body.

H. PERMIT GRANT. The granting of permits shall be conducted on a two-tiered system based on the occupiable space of the Vacated Building. Occupiable space
part of its provisions that it will be maintained constantly in force as an obligation to the City of Marinette for no less than one year after project completion as reasonably determined by the Issuing Body or one year after the expiration of a permit issued under this section to the Permit Holder, whichever is later.

In considering the required amount of the Irrevocable Standby Letter of Credit the Issuing Body shall consider: the expertise of the applicant; the longevity of the applicant; the capitalization of the applicant; the scope of the proposed project; the cost of rectifying the possible environmental hazards that could be created; the effect of the proposed operation on the surrounding neighborhood; the cost of remediation of the City of Marinette should the City of Marinette have to address any matter due to the unwillingness or inability of the Permit Holder to fulfill its obligations. The Issuing Body may annually, upon documented request of the Permit Holder, review the pertinent facts and decide to reduce the amount of the required Letter of Credit in accordance with work completed or threats mitigated. In the extraordinary circumstance that the Issuing Body determines that the requirements to obtain an Irrevocable Standby Letter of Credit is unreasonable, the Issuing Body may, in the exercise of its discretion, authorize one or more alternate forms of security in lieu of an Irrevocable Standby Letter of Credit.

Language can be inserted or administrative guidance put in place that sets forth standard amounts for Irrevocable Standby Letters of Credit based on size of project/materials to be removed/possibility of damage, with language allowing the Issuing Body to revise the amount of credit based on circumstances. Language describing the approved forms of credit (or alternate forms) may be inserted as well.

J. PERMIT TERM AND ASSIGNMENT.

A permit issued to the applicant is permit holder and limited to the term granted.

1. Initial term. The initial term of any permit issued under this section shall be Initial term length from the date of issue.
2. Renewal term. There is no right or expectation of permit renewal. The permit may be renewed at the discretion of the Issuing Body upon application of a Permit Holder, filed with the City Clerk prior to expiration of the initial term or any renewal terms. Each renewal may be granted for up to Renewal term length.
3. Assignment. No permit issued pursuant to this ordinance is assignable or transferable without the advance written permission of the Issuing Body, which shall not be granted unless the Permit Holder and prospective assignee demonstrate to the satisfaction of the Issuing Body that assignee is capable of completing the project and all required forms of insurance and financial assurance are made effective prior to the assignment.

K. GENERAL OPERATING REQUIREMENTS. The following general operating requirements shall apply to the Permit Holder and those working for Permit Holder subject to terms of the permit in accordance with the provisions of the ordinance:
detached from the real property, unless a special exception is provided by the Issuing Body in conjunction with a specific permit. Such prohibited mechanized processes include, but are not limited to, crushing and shredding.

9. There shall be strict compliance with Noise control code reference related to noise control.

10. There shall be strict compliance with Dust/erosion control code reference related to dust and erosion control.

11. No premises or building subject to a permit shall be allowed to become a public nuisance or be operated in such a manner as to adversely affect the public safety, health, or welfare.

12. There shall be full compliance with the City of Marinette Building, Fire and Health Codes and with all other City, County, State and Federal laws, rules or regulations which may be applicable.

13. The Permit Holder shall, during the salvage process, maintain the work site in a safe and secure condition.

14. The Permit Holder shall keep a log of all shipments to and from the work site during the project, including the date, time, transport company, vehicle license number, and description of type and amount of material transported.

15. The Permit Holder must provide to the Code Official, and must maintain current, a list of contractors doing work that is subject to a permit issued pursuant to this Ordinance, which list of contractors shall include proof of valid and subsisting policies of insurance in satisfaction of the General Operating Requirements specified herein. As used herein, the phrase “maintain current” means that the list filed with the City of Marinette is updated by the Permit Holder as necessary to comply with the ordinance prior to each contractor commencing work pursuant to the Permit.

16. The Permit Holder shall promptly notify the Code Official of the identity, function and insurance coverage of any new contractor, sub-contractor or other person or entity not specifically identified in the Permit that is conducting operations at the property related to removal of salvageable material.

17. The Permit Holder shall identify, handle, manage, store, and dispose of all wastes, lead, asbestos, waste oils, hazardous materials and hazardous substances as provided in the approved Permit plan and as otherwise directed by the City of Marinette should changed conditions require additional work or precautions to protect the public safety, health or welfare or comply with any other applicable ordinance, law or regulation.

18. The Permit Holder shall dispose of building debris in a licensed landfill, except for salvaged and recycled materials.

19. At any time, the Permit Holder shall produce to the Code Official documentation that disposition of materials occurred in compliance with the approved permit and disposition plans.

20. The Permit Holder shall be responsible for disconnections of utilities, including plumbing and electrical, necessary for safe conduct of the salvaging process, and shall provide evidence that the necessary disconnections have been accomplished.

21. The Permit Holder shall restore the site and/or vacated building to the conditions set forth in the approved Permit.

22. The Permit Holder shall comply with all orders the Issuing Body imposed upon granting of the Permit or at any other time.

23. The Irrevocable Standby Letter of Credit imposed as a condition of issuance of the permit shall be maintained in full force and effect at all times until one year following the Issuing Body's finding of project completion.
finds the complaint to be true, or if there is no objection to a report recommending a suspension, revocation or nonrenewal, the permit shall be suspended, revoked or not renewed as provided by law. If the Governing body finds the complaint untrue, the proceedings shall be dismissed without cost to the accused. The City Clerk shall give notice of each suspension, revocation or nonrenewal to the party whose permit is affected.

O. VIOLATIONS AND LIABILITY.
1. It shall be a violation of this ordinance to perform, conduct, direct or allow removal of salvageable material except in conformance with a valid Permit issued pursuant to this ordinance.
2. It shall be a violation of this ordinance to disobey or act contrary to any order issued pursuant to this ordinance.
3. The Owner and Permit Holder shall be jointly and severally liable for any violation of this ordinance and any violation of any condition of permit pursuant to this ordinance, whether caused by act or omission, including applicable fines and penalties together with the City of Marinette’s costs of enforcement, including attorneys’ fees.
4. Any Operator involved in the violation of this ordinance shall be found to have committed a separate violation for which it shall be fully liable, including applicable fines and penalties together with the City of Marinette’s costs of enforcement, including attorneys’ fees.

P. ENFORCEMENT, FINES AND PENALTIES. The Code Official shall have the primary responsibility to enforce this ordinance. Violations of this Ordinance shall be subject to the general penalties section of municipal code. Fines and penalties for violations of this ordinance shall provide sufficient incentive to deter violators and continued violations. For the purpose of calculating fines and penalties, each day of continuing violation shall constitute a separate offense. Any violation of this ordinance constitutes a public nuisance and, in addition to any other remedies provided or allowed, the City of Marinette may apply to a court of competent and local jurisdiction for injunctive relief and the assessment of damages including attorney’s fees and costs.

Q. REPORTING. Permit holders shall provide reports to the Code Official in accordance with the reporting requirements specified in the Permit as approved by the Issuing Body.

These reports shall include the following:

1. Salvageable materials report that identifies the type, quantity and disposition of salvageable materials removed from the property during the reporting period and supporting documentation.
2. Hazardous wastes/materials report that identifies the type, quantity and disposition of hazardous wastes/materials removed from the site during the reporting period. This report should be accompanied by supporting documentation of disposal, name and contact information on haulers, and copies of any applicable permits/exemptions.
3. Waste report that identifies the type, quantity, and disposition of waste materials removed from the site during the reporting period and supporting documentation.
4. Any instances of environmental monitoring performed during the reporting period and the results of same.
access to the appropriate part of the building in order to report on any one of the above topics, shall not invalidate the report.

2. Upon completion of said report and upon a determination by the Building Inspector that the structure involved is one which would properly be razed pursuant to Section 66.0413, Wis. Stats., he shall submit a copy of said report to the Public Safety and Code Enforcement Committee with advice that condemnation proceedings have been or will be instituted pursuant to Section 66.0413, Wis. Stats.

3. The Building Inspector shall order the owner of the structure involved to raze and remove said structure, or any part of thereof, or if it can be made safe by repairs to repair it and make it safe and sanitary or to raze and remove it at the owner’s option; or where there has been a cessation of normal construction of any building or structure for a period of more than two (2) years, to raze and remove such building or part thereof. Said order shall specify repairs, if any, and that the owner shall comply within thirty (30) days. If the owner of said structure cannot be located, the structure shall be posted with said order and service of said order on said owner shall be made by publication, all pursuant to statute.

4. If the owner of said structure fails or refuses to comply within the time prescribed in the condemnation order, the Building Inspector shall cause such building or part thereof to be razed and removed either through any available public agency or by contract or arrangement with private persons, or closed if unfit for human habitation, occupancy, or use. Contracts or arrangements with private persons to raze structures, shall be let with the approval of the Public Safety and Code Enforcement Committee and only to contractors who provide a performance bond and undertake to hold the City harmless in the manner specified in subparagraph (a) hereof; provided, however, that in cases of emergency, the Building Inspector or the City Engineer shall be authorized to let demolition contracts.

5. The provisions of Section 66.0413, Wis. Stats., which is hereby adopted by reference, shall be complied with in the razing of structures in the City and in the case of any inconsistency between the provisions of this ordinance and the provision of Section 66.0413, Wis. Stats., said section shall be controlling.

C. The cost of any structure razing, removal, or closing, not paid for directly by the owner of said building, shall be a charge against the real estate on which said building is located and shall be a lien upon such real estate, and shall be assessed and collected as a special tax.

D. In order to ensure the timely compliance by a razing permit holder with all provisions of this ordinance and the razing permit, a performance bond shall be posted. In the event that the City incurs costs due to the razing permit holder’s noncompliance with any provision of this ordinance or the razing permit, the performance bond shall be forfeited and applied to the costs. A performance
ARTICLE E: OUTDOOR WOOD BURNING HEATING UNITS

16.0141 OUTDOOR WOOD BURNING HEATING UNITS

A. Definition: Outdoor Wood Burning Heating Unit is defined as an accessory structure, building, or apparatus, which supplies direct or indirect heat from the burning of wood, wood byproducts, grain or any solid fuel, to another building, structure or enclosure.

B. The self-enclosed stand-alone shed appearance wood burning heating unit is prohibited from installation or use in the entire City.

C. An appliance, apparatus or appurtenance (i.e. wood boiler, add-on, wood burning furnace) may be installed in an accessory building other than a garage used for the storage of gasoline operated motor vehicles, lawn mowers, etc.

D. The installation of such wood burning units must meet or exceed the manufacturers' requirements relative to materials used to connect and location of units in relation to combustible materials.

E. A heating permit is required with the fee in the amount as indicated In MMC Section 9.1302 Schedule A.
D. Department

"Department" means the Department of Safety and Professional Services.

E. Dwelling

"Dwelling" means:

1. Any building, the initial construction of which is commenced on or after the effective date of this section, which contains one (1) or two (2) dwelling units, or

2. An existing structure, or that part of an existing structure, which is used or intended to be used as a one- or two-family dwelling.

F. Minor Repair

"Minor repair" means repair performed for maintenance or replacement purposes on any existing one- or two-family dwelling which does not affect room arrangement, light, and ventilation, access to or efficiency of any exit stairways or exits, fire protection, or exterior aesthetic appearance, and which does not increase a given occupancy and use. No building permit is required for work to be performed which is deemed minor repair.

G. One or Two Family Dwelling

"A one- or two-family dwelling" means a building structure which contains one or separate households intended to be used as a home, residence, or sleeping place by an individual or by two (2) or more individuals maintaining a common household, to the exclusion of all others.

H. Person

"Person" means an individual, partnership, firm, or corporation.

I. Uniform Dwelling Code

"Uniform Dwelling Code" means those administrative code provisions, and any future amendments, revisions, or modifications thereto, contained in the following chapters of the Wisconsin Administrative Code:

Wis. Adm. Code Chapter SPS 320 - Administration and Enforcement
Wis. Adm. Code Chapter SPS 321 - Construction Standards
Wis. Adm. Code Chapter SPS 322 - Energy Conservation Standards
Wis. Adm. Code Chapter SPS 323 - Heating, Ventilating, Air Conditioning Standards
Wis. Adm. Code Chapter SPS 324 - Electrical Standards
Wis. Adm. Code Chapter SPS 325 - Plumbing and Potable Water Standards
16.0210 SUBMISSION OF PLANS

A. The applicant shall submit two (2) sets of plans for all new repairs or additions to one- and two-family dwellings at the time that the building permit application is filed.

B. If the Building Inspector finds that the character of the work is sufficiently described in the application, he may waive the filing of plans for alterations or repairs.

16.0211 ISSUANCE OF PERMIT

A. If the Building Inspector determines that the building will comply in every respect with all ordinances and orders of the City, the Uniform Dwelling Code and all applicable laws and orders of the State of Wisconsin, he shall issue a building permit which shall state the use to which said building is to be put, which shall be kept and displayed in a conspicuous place at the site of the proposed building. A copy of any issued building permit shall be kept on file with the Building Inspector.

B. After being approved, the plans and specifications shall not be altered in any respect which involves any of the above-mentioned ordinances, codes, laws or orders, or which involves the safety of the building or the occupants, except with the written consent of the Building Inspector.

C. In case adequate plans are presented for part of the building only, the Building Inspector, at his discretion, may issue a permit for that part of the building before receiving the plans and specifications for the entire building.

16.0212 FEES FOR BUILDING PERMITS AND INSPECTIONS

Repealed. See MMC Section 9.1302 Schedule A.

16.0213 INSPECTION OF WORK

The builder shall notify the Building Inspector when ready and the Building Inspector shall inspect all buildings upon the completion of the foundation forms, or before the foundation is laid, and again when ready for lath and plaster, or before paneling is applied. After completion, he shall make a final inspection of all new buildings, alterations, and existing buildings put to new uses. If he finds that the work conforms to the provisions of this code, he shall issue a certificate of occupancy which shall contain the date and the result of such inspection, a duplicate of which shall be filed in the office of the Building Inspector.

16.0214 ISSUANCE AND REVOCATION OF OCCUPANCY PERMIT

No new building shall be occupied or otherwise used prior to the issuance of an occupancy permit. The permit may be revoked at the discretion of the Building Inspector upon thirty (30) days notice to the user or occupant of the building.
been corrected. When any such permit is revoked, it shall be unlawful to do any
further work thereunder until the permit is reissued, except such work as the
Building Inspector may order to be done as a condition precedent to the reissuance
of the permit or as he may require for the preservation of human life and safety. A
stop work order may be issued immediately if there is a cause for concern over life,
safety or health reasons without the need for the 30 day notice.

D. Each Day a Separate Offense

Each day each violation continues after the thirty (30) day written notice period
has run shall constitute a separate offense. Nothing in this chapter shall preclude
the City from maintaining any appropriate action to prevent or remove a violation
of any provision of this Chapter or the Uniform Dwelling Code.

E. Work Done Prior to Permit Issuance

If any construction or work governed by the provisions of this Chapter or the
Uniform Dwelling Code is commenced prior to the issuance of a permit, double
fees shall be charged and work covered may be requested to be uncovered for
proper inspection. If an owner or Contractor is found doing work without proper
permits or inspections more than once, a citation may be issued.

16.0217 APPEAL TO BOARD OF APPEALS

Any person feeling aggrieved by an order or a determination of the Building Inspector
may appeal from such order or determination to the Board of Appeals. Those
procedures customarily used to effectuate an appeal to the Board of Appeals shall
apply.

16.0218 LIABILITY FOR DAMAGES; DISCLAIMER ON INSPECTIONS

A. This Chapter shall not be construed as an assumption of liability by the City
for damages because of injuries sustained or property destroyed by any defect
in any dwelling or equipment.

B. The purpose of the inspections under this Chapter is to improve the quality of
housing in the City. The inspections and the reports and findings issued after
the inspections are not intended as, nor are they to be construed, as a guarantee.
In order to so advise owners and other interested persons, a disclaimer shall be
included in each inspection report as follows: “The findings of inspection
contained herein are intended to report conditions of noncompliance with code
standards that are readily apparent at the time of inspection. The inspection
does not involve a detailed examination of the mechanical systems or the
closed structural and nonstructural elements of the building and premises. No
warranty of the operation, use, or durability of equipment and materials not
specifically cited herein is expressed or implied”.

16.0219 BUILDING INSPECTOR

A. Creation and Appointment

There is hereby created the Office of Building Inspector. The Building Inspector
shall be appointed by the Mayor subject to confirmation by the Common Council.
The Building Inspector shall be certified for inspection purposes in each of the
categories specified under Chapter SPS 503 Wis. Adm. Code.
16.0300 ELECTRICAL CODE

16.0301 DEFINITIONS

Terms used in this Chapter have the following meanings:

A. Electrical Work

The installation, superintendence, or inspection of electrical wiring and equipment for the production, modification, regulation, control, distribution, utilization, or safeguarding of electrical energy.

B. Master Electrician

A person who is licensed by the State of Wisconsin as a Master Electrician or who holds a State of Wisconsin Restricted License.

C. Journeyman Electrician

A person who is licensed by the State of Wisconsin as a Journeyman Electrician.

D. Indentured Electrical Apprentice

Any person who is an indentured electrical apprentice pursuant to Wisconsin Statutes Chapter 106, as amended from time to time.

E. Plant Electrician

A person whose electrical work is performed in, and limited exclusively to, the plant or shop of his or her employer, except for new construction or an addition to an existing building. (Ordinance 2006-2055 adopted 5-2-06)

16.0302 ELECTRICAL INSPECTOR

There is hereby created the Office of Electrical Inspector.

A. Duties

The Electrical Inspector shall inspect all electrical installations made within the City of Marinette and shall enforce all provisions of this Chapter. He shall keep records of all permits issued, of all inspections made and of other work performed, together with such information concerning electrical inspections and installations. Pursuant to Section 101.86(1), Wisconsin Statutes, effective January 1, 2008, the City of Marinette shall exercise jurisdiction over the inspection of electrical construction in public buildings and places of employment by passage of this ordinance and adopts Wisconsin Administrative Code Chapter SPS 316 in its entirety. The electrical inspector may also provide electrical services on municipal property for no additional charge during contracted periods of time where no inspections are scheduled. (Ordinance 2007-2110 adopted 10-2-2007)

B. Assistants, Deputies

To carry out the duties of the office, the Electrical Inspector may appoint a deputy or such number of assistants as are required. The Deputy Inspector shall be vested with the authority of the Electrical Inspector when the latter is not so acting.

C. Right of Access

The Electrical Inspector or his assistants shall have the right during reasonable hours to enter any public or private buildings, premises, or subway in the discharge of his official duties or for the purpose of making any inspection or test of the
Hundred Thousand Dollar ($500,000.00) personal and advertising injury, Five Hundred Thousand Dollar ($500,000.00) each occurrence, Fifty Thousand Dollar ($50,000.00) fire damage, and Five Thousand Dollar ($5,000.00) medical expense. Application shall show place of business address; proof of having in his employ one (1) master electrician licensed by the State of Wisconsin or applicant shall be a master electrician licensed by the State of Wisconsin.

D. Work without License

1. Employees of electrical, telephone, telegraph, and railway utilities may perform the planning or supervision and installation, operation and maintenance of equipment and materials required for the operation of the business of such utilities without a license, but when these employees perform work on property or premises of other persons, except when making service connections and installing and testing transformer meters and other equipment ordinarily furnished by and remaining the property of the utility, they shall be licensed in the same manner provided in this Chapter.

2. Indentured apprentices who are registered with the Electrical Inspector may work without a license, but shall at all times work under the immediate supervision of a licensed master or journeyman electrician.

3. The operating engineers and their assistants in charge of power generating plants, prime movers, and all auxiliary equipment and appliances connected therewith, are exempt in the supervision, maintenance, repairs, and in the operation of the electrical equipment under their jurisdiction, and this chapter shall not apply to them.

4. Plant Electricians.

E. Scope of Provisions. Regulated Uses

The regulations of this chapter shall apply to the supply of electricity and to all sales, rentals, leases, uses, installations, alterations, repairs, removals, renewals, replacements, disturbances, connections, disconnections, and maintenance of all electrical materials, wiring, conductors, fittings, devices, appliances, fixtures, signs, and apparatus or parts thereof, or attachments therefore, hereafter referred to as electrical equipment, which are intended to be, or are, within, on, under, over, or near all buildings, structures, equipment, and premises, except as provided in the following subsection.

F. Exceptions

The electrical license and permit regulations of this Chapter shall not apply to the following:

1. The installation, alteration, or repair of electrical generation, transmission, or distribution equipment but not utilization equipment owned and operated by an electrical public utility.

2. The installation, alteration, repair of signal or communication equipment where such equipment is owned and operated by a public utility company, railroad, or the City.
which such wiring is to remain in service must be stated.
Service shall be cut off at the end of this period; and shall not again be connected
without written permission from the Electrical Inspector.

F. Required
No residential electrical installation shall be made in the City of Marinette, without
a permit being first issued therefore by the Electrical Inspector, and the paying of
the proper fee. Licensed electrical contractors only may receive such permits, with
the exception that a permit may be issued to a property owner to personally install
an electrical system beyond the main breaker in a single family home, owned and
occupied by the owner as his home. No such homeowner shall be issued more than
one (1) permit in any twelve (12) month period. No service shall be energized
without an electrical contractor or master electrician license number on the permit
application.

16.0305 INSPECTION

Upon completion of wiring an electrical installation, and before the installation is
hidden from view, the person doing the work shall notify the Electrical Inspector who
shall proceed to inspect the installation within fortheight (48) hours after time of
notice. Failure to make the inspection within the time allotted shall not be construed as
authority to cover or obscure the work. If upon inspection it is found that the
installation is fully in compliance with this Chapter and does not constitute a hazard to
life or property, the Electrical Inspector shall approve it and authorize concealment of
the wiring or electrical service connection. If the installation is incomplete or not in
accordance with this chapter, the Electrical Inspector shall order the person installing
the electrical work to remove all hazards and make the necessary changes or additions
within ten (10) days. No person shall conceal the electrical work before inspection.

1. The applicant or an authorized representative shall request inspections from the
Municipality administering and enforcing this code.

2. Except as provided under subd. 3 construction may not proceed beyond the point of
Inspection until the inspection has been completed.

3. Construction may proceed if the inspection has not taken place by the end of the
second business day and time given by the owner or contractor that the project will
be ready for inspection, or as otherwise agreed between the applicant and the
municipality or authorized UDC inspection agency.

16.0306 CERTIFICATES OF INSPECTION

A. Inspection Certificates
Current shall not be turned on any residential electrical installation until an
certificate of inspection has been issued by the Electrical Inspector. In occupied
buildings where a permit for lighting fixtures has been issued, the Electrical
Inspector may authorize the installation of meters for electric services after the
wiring has been inspected and approved.

B. Adoption of State Electrical Safeguard
Section 167.16 of the Wisconsin Statutes, and such changes and additions as may
be appended thereto from time to time, is hereby adopted and made part of this
E. Wiring for Other Than Metallic Conduit

Concealed electric wiring for light, heat, or power, in any building including new and furnished apartments, and residences shall be installed in metallic conduit, armored cable, metal raceways, grounded Romex, or by other approved methods.

1. Service entrance cables leading into and/or out of overhead meter sockets, if within five (5) feet of any hard surface i.e. driveway, sidewalk, porch, patio, stairs shall be in conduit.

F. Kitchen Receptacles

Receptacles in kitchen or where the electric demands may require shall be wired on a separate circuit. All kitchen receptacles shall be of the grounded type.

G. Circuit Breakers

All residences and installations of electrical wiring for 120–240 volt service shall be protected by automatic circuit-breakers or a non-temperable type S fuses of an approved kind and quality. All circuit-breakers shall bear the seal of Underwriters' Laboratory.

H. Minimum Residential Service

The minimum service to any residential installation shall have a capacity of not less than 100 amperes. The size and type of residential conductor shall be No. 4 copper or No. 2 aluminum and shall be neoprene covered or equal.

I. House Circuits

All floors or stories of residences, flats, apartments, etc., that can be used for separate living quarters, must be wired on separate circuits from other floors so that they may be metered separately and no outlets for certain floors may be connected to other circuits.

J. Apartment Circuits

Wires of different apartments shall not occupy the same raceway, enclosure, cable armor, outlet box, fitting, junction box, or cabinet except by special permission of the Electrical Inspector.

K. Solderless Connectors

Crimp-type solderless connectors may be used if applied in a workmanlike manner with proper tools.

16.0308 SMOKE DETECTORS, AND CARBON MONOXIDE DETECTORS, UNDER SPS 321.09 and SPS 321.097

A. All residential dwellings and dwelling units must be provided with smoke detectors in conformance with SPS 321.09 and ss 101.145.

B. All residential dwellings and dwelling units must be provided with carbon monoxide detectors in conformance with SPS 321.097 and ss 101.149.

16.0309 DISCLAIMER ON INSPECTIONS

The purpose of the inspections under this Code is to improve the quality of housing in the City. The inspection and the reports and findings issued after the inspections are not intended as, nor are they to be construed as a guarantee. In order to so advise owners...
file a monthly and yearly record covering the same with the Common Council.

16.0404 PLUMBING AND DRAINAGE PERMITS AND FEES

No residential plumbing shall be installed in the City of Marinette, except in case of repairing leaks or of stoppages, without a permit being first issued therefore by the inspector of plumbing, and the paying of the proper fees hereinafter mentioned. The applicant for a plumbing permit shall file with the Plumbing Inspector, when necessary, plans and specifications showing in detail the work to be done. Licensed master plumbers only may receive such permits, with the exception that a permit may be issued to a property owner to install plumbing in a single family residence building owned and occupied by such owner as his home. Before the said inspector shall issue such permit he shall approve the application so filed with him, and issue to the applicant a statement showing the fees to be paid for such permit, which statement of fees to be paid shall be taken to the City Treasurer who will accept the fee and issue receipt. Upon presentation to the Plumbing Inspector of the receipt of the City Treasurer showing the payment of all fees, the Plumbing Inspector shall thereupon issue his permit for the work set forth in the application. Provided further that all of the conditions of this section shall also apply to any building located outside the limits of the City of Marinette before any such residential building may be connected to the water or sewer system of the City.

16.0405 RESERVED FOR FUTURE USE.

16.0406 COMPLIANCE WITH ORDERS

The Plumbing Inspector is authorized to refuse to approve any application for a plumbing permit to any person who has not complied with a lawful order of the Plumbing Inspector. The issuing and approving of a plumbing permit may be withheld until such time as a lawful order has been complied with. However, the person refused such a permit may appeal to the Council within ten (10) days from the refusal whose decision shall govern.

16.0407 FEES

Repealed. See MMC Section 9.1302 Schedule A.

16.0408 REPEALED

16.0409 AUTHORITY TO ENTER PREMISES

The Plumbing Inspector is granted the power and authority at all reasonable times to enter upon any private or public premises to make an inspection, and to require of any person or persons doing plumbing, the production of the license and permit therefor. Any person who shall resist or obstruct any lawful exercise of authority by the Plumbing Inspector shall be subject to the penalty provided in this Chapter.

16.0410 NOTICE OF INSPECTION

A. Whenever any work is ready for inspection, the Plumbing Inspector shall be notified by the plumber in charge or persons receiving the permit, specifying the plan, permit number or address under which work is being done. Unless otherwise specifically permitted by the Inspector, all plumbing shall be left uncovered for inspection until examined and approved by the Inspector. The
6. A tracer wire access box (Valvco #Sewab or equal) must be installed above the sewer at the location of where the private sewer lateral and public utility lateral connect.
16.0418 SEWER TAP PERFORMANCE BOND AND REPORT
No connection may be made to the Marinette Sanitary Sewer System without complying with this section. Every person making such a connection shall return a properly prepared Sewer Tap Location Form to the Office of the Building Inspector no later than ten (10) days following inspection of the connection by that office. Failure to do so will subject that person to a citation. To help ensure that Sewer Tap Location Forms are returned in a timely fashion, every person shall deposit the sum of $250 with the Office of the Building Inspector prior to making a connection. In the event that the person returns a properly prepared Sewer Tap Location Form within ten (10) days as stated above, the deposit shall be promptly refunded in full. If this does not occur, the deposit shall be forfeited.

16.0419 DISCHARGE OF CLEAR WATER
A. Definition
Water from roof drains, ditches, sumps, catch basins, water-cooled compressors, common bubbler-type drinking fountains, footing drains, surface drains, storm sewers, refrigerator cooling water, and air-conditioning water shall be deemed clear water.

B. Prohibitions
It shall be unlawful for any person, firm, or corporation to cause, create, allow, or permit any roof drain, surface drain, footing drain, pipe, conduit, sump pump, or any other object or thing used for the purpose of collecting, conducting, transporting, diverting, draining, or discharging clear water from any part of any premises to discharge into the sanitary sewer system of the City of Marinette, all being contrary to the provisions of Chapter SPS 82.36 Wisconsin Plumbing Code.

C. Storm and Clear Water Places of Discharge
1. Building storm and clear water drains shall be connected to the storm sewer.

2. If no storm sewer exists, the building and clear water drains shall extend to the ground surface terminating with a return bend-type fitting with the discharge opening eighteen (18) inches above final grade. A bleeder drain shall extend to an open bottom catch basin and shall be reduced to a one (1) inch inside diameter pipe size, or the building storm and clear water drain may run into an established ditch or discharge onto the property provided it does not cause a nuisance to adjoining property.

D. Date of Compliance
All building storm and clear water drains now discharging into the sanitary sewer system of the City of Marinette shall be disconnected from said sanitary sewer system one hundred eighty (180) days after the adoption and publishing of this Section.

16.0420 WATER AND SEWER EXTENSIONS OUTSIDE CITY
A. If any sanitary sewer, water main, and/or other improvements are extended to areas annexed hereafter, the full cost of said improvements, both within the
16.0500 COMMERCIAL BUILDING CODE

16.0501 Permit Required
No owner or contractor may commence construction of, alteration of, or remodeling of any building or mechanical system prior to obtaining a valid permit from the municipal building inspector.

16.0502 Adoption of Codes
The following Chapters of the Wisconsin Administrative Codes, as well as all subsequent revisions, are adopted by the Municipality and shall be enforced by the Building Inspector.

Ch. SPS 305 Credentials
Chs SPS 316 Electrical Code
Chs SPS 320-325 Uniform Dwelling Code
Chs SPS 361-366 Commercial Building Code
Ch SPS 375-79 Buildings Constructed Prior to 1914
Chs SPS 381-387 Uniform Plumbing Code

16.0503 Delegated Municipality Authority
Delegated Municipality. The City has adopted the Delegated Municipality Authority as described in SPS 361.61 of the Wisconsin Administrative Code.

A. Responsibilities. The City shall assume the following responsibilities for the Department of Safety and Professional services (Department).

1. Provide inspection of commercial buildings with certified commercial building inspectors for construction and HVAC.

16.0504 Building-HVAC
A. Creation and Appointment
There is hereby created the office of Building Inspector. The Building Inspector shall be appointed by the Municipality. The Building Inspector shall be certified for inspection purposes by the Department in the required categories specified under SPS 305, Wisconsin Adm. Code.

B. Assistants
The Building Inspector may employ, assign or appoint, as necessary, assistant inspectors. Any assistant hired to inspect buildings shall be certified as defined in SPS 305, Wisconsin Adm. Code, by the Department.

C. Duties
The Building Inspector shall administer and enforce all provisions of this ordinance.
involving life safety issues shall be corrected in a reasonable time frame established by the Building Inspector.

D. Compliance with the requirements of this ordinance is necessary to promote the safety, health and well-being of the community and the owners, occupants and frequenters of buildings. Therefore, violations of this ordinance shall constitute a public nuisance which may be enjoined in a civil action.

16.0507 Appeals

Any person feeling aggrieved by an order of the Building Inspector may, within 20 days thereafter, appeal from such order to the Board of Appeals. Those procedures customarily used to effectuate an appeal to the Board of Appeals shall apply. The Municipality will follow procedures explained on Wisconsin Statutes Chapter 68, to arrive at a final determination. Final determinations may be reviewed as explained in Wisconsin Administrative Rules SPS 320.21.507 Appeals
(Ord. 2016-2350 adopted 4-6-16)
8. Housing Officer: "Housing Officer" shall mean the legally designated housing authority of the City of Marinette or his authorized representative. Building Inspector: "Building Inspector" shall mean a qualified professional delegated by a government agency to do building control.

9. Infestation: "Infestation" shall mean the presence, within or around a dwelling of any insects, rodents, or other pests.

10. Multiple Dwelling: "Multiple Dwelling" shall mean any dwelling containing more than two (2) dwelling units.

11. Occupant: "Occupant" shall mean any person, over one (1) year of age, living, sleeping, eating, or having actual possession of a dwelling unit or rooming unit.

12. Operator: "Operator" shall mean any person who has charge, care, or control of a building or part thereof, in which dwelling units or rooming units are let.

13. Owner: "Owner" shall mean any person who alone, or jointly or severally with others shall be the legally-recorded holder of the title with or without actual possession thereof, or who has charge, care, or control of any dwelling or dwelling units as agent of owner, or as executor, administrator, trustee, or guardian of the estate of the owner.

14. Person: "Person" shall mean and include any individual, firm, partnership, corporation, or association.

15. Plumbing: "Plumbing" shall mean and include all of the following supplied facilities, and equipment; gas pipes, gas burning equipment, water pipes, waste pipes, toilets, sinks, lavatories, bathtubs, shower baths, installed clothes washing machines, catch basins, drains, vents, and other similar supplied fixtures, together with all connections to water, sewer, or gas lines.

16. Premises: "Premises" shall mean any lot, plot, or parcel of land and/or including the building or structures thereon.

17. Rooming Unit: "Rooming Unit" shall mean any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes.

18. Rooming House: "Rooming House" shall mean any dwelling or that part of any dwelling containing one (1) or more rooming units, in which space is let by the owner or operator to four (4) or more persons who are not husband or wife, son or daughter, mother or father, sister or brother of the owner or operator.

19. Rubbish: "Rubbish" shall mean household wastes, except garbage; and the term shall include lawn rakings, tin cans, glass, metal, crockery, wood, abandoned automobiles, or parts thereof, and similar household wastes.
16.0604 (1) INSPECTION OF SINGLE FAMILY DWELLINGS

A. The Housing-Officer Building Inspector is hereby authorized and directed to make inspections to determine the conditions of single family dwellings, 2 family dwellings and multiple apartment buildings located within the City of Marinette.

B. The owner, of every single family dwelling, shall upon the request of the Housing-Officer Building Inspector permit access to all parts of such buildings on their premises between the hours of 8:00 a.m. and 4:00 p.m., or at any other reasonable time for the purpose of such inspection, examination, and survey.

16.0604 (2) REGISTRATION AND INSPECTION OF RENTAL PROPERTY

A. Within 30 days of the effective date of this ordinance, the city shall publish 2 times in the newspaper of general circulation within the city a notice stating the registration requirements of this section.

B. Within one hundred and twenty (120) days of the effective date of this ordinance, the owner of any building containing a rental housing unit within the corporate limits of the City of Marinette shall register each such building with the Housing Officer by filing a registration form provided by the City, stating the address of each rental housing unit within the building, the name and address of the agent in charge of the building (if other than the owner), the name and address of the owner of the building, and the number of rental units contained in the building. The Housing Officer shall examine each registration form for completeness and if complete, shall issue a Certificate of Registration of each unit to the owner. The Certificate of Registration shall be mailed to the owner by first class mail.

C. Failure to submit a completed registration form shall constitute a violation of this ordinance by the owner, and shall subject the owner to the penalty provisions indicated in the Marinette Municipal Code.

D. A Certificate of Registration issued pursuant to this section shall expire thirty (30) days after the initial inspection has been conducted in accordance with 16.0604(3).

16.0604 (3) INITIAL INSPECTION

A. Prior to December 31 of the fourth calendar year the date of the Certificate of Registration, the Housing Officer shall schedule an inspection of each rental housing unit and notify the owner of the unit of the date and time of the scheduled inspection for compliance with the requirements of the City of Marinette Housing Code. The inspection of all rental housing units in the
violation which exists, and a reasonable time within which to correct it. A certificate of occupancy shall not be issued pursuant to this ordinance until correction of any and all violations have been made, and correction has been verified by re-inspection by the Housing Officer.

B. Any person aggrieved by a decision or an action of the Housing Officer Building Inspector may appeal to the Public Safety and Code Enforcement Committee for a review of the decision. If such appeal is not filed within ten (10) days after notice of alleged violation, such notice shall become an order.

16.0606 STANDARDS FOR EQUIPMENT AND FACILITIES

All habitable buildings shall comply with the following requirements for basic equipment and facilities:

1. Sinks
Every dwelling unit shall contain a kitchen sink.

2. Toilets and Sinks
Every dwelling unit shall contain a water flush toilet and lavatory basin located in the same room.

3. Bathing Facilities
Every dwelling unit shall contain a bathtub or shower.

4. Privacy
The room, wherein the toilet, lavatory, and bathtub or shower required under this Section are installed, shall afford privacy to a person within.

5. Water Supply
Every kitchen sink, lavatory basin, bathtub, and shower required by this Chapter shall be properly connected with both hot and cold water lines supplying water of safe, sanitary quality. Potable water supply connections must comply with SPS 382.41 – cross connection control requirements.

6. Water Heating Facilities
Every dwelling shall have supplied water heating facilities which are properly connected with hot water lines required under Subsection (e) and are capable of heating water to such a temperature as to permit an adequate amount of water to be drawn at every required sink, lavatory basin, bathtub or shower at a temperature of not less than one hundred twenty (120) degrees Fahrenheit, even when heating facilities required by this Chapter are not in operation. A gas burning water heater shall not be located in any bathroom, toilet room, bedroom or other occupied room unless listed for such use.

7. Garbage and Refuse Receptacles
Every dwelling unit shall have adequate, covered receptacles for garbage and for rubbish.

8. Exits
Every dwelling unit shall have at least two (2) safe unobstructed means of exit leading to safe and open spaces at ground floor. One-half (1/2) of the required exits may be either fire escapes or horizontal exits as required by the Wisconsin
habitable room shall contain at least three (3) separate floor or wall convenience outlets or two (2) such outlets and supplied ceiling-type electric light fixtures except that rooms used exclusively for sleeping may contain one (1) less outlet; and every toilet compartment, bathroom, laundry room, furnace room, and public hall shall contain at least one supplied ceiling or wall-type electric light fixture. All receptacle outlets located within 6 ft. of a water source (ie) kitchen sink, bathroom fixtures, laundry, etc. shall be ground fault interrupter circuit (GFIC) protected. Every such outlet and fixture shall be installed and connected to the source of electric power in accordance with the Electric Code of the City of Marinette and maintained in good, safe working order.

E. Public Halls and Stairways

Every public hall and stairway in every two-family dwelling, multi-family dwelling, and rooming house shall be adequately lighted at all times. In four-family dwellings an adequate lighting system which shall be operated by a time switch shall be required and the public passageways and stairways shall be illuminated from one (1) hour after sunset to one (1) hour before sunrise. The lights of emergency doors shall be red or green lights accompanied by a sign bearing the word "Exit" in plain letters.

F. Insect Protection

When flies are prevalent, all openings into the outer air shall be effectively screened and screen doors shall be self-closing.

G. Rodents

Every basement window used or intended to be used for ventilation, and every other opening to a basement which might provide an entry for rodents shall be supplied with a screen or such other device as will effectively prevent their entrance.

H. Heating

Every dwelling shall have heating facilities which are capable of safely and adequately heating all habitable rooms, bathrooms, and toilet rooms within its walls to a temperature of at least seventy (70) degrees Fahrenheit under minimum winter temperatures of minus ten (-10) degrees Fahrenheit. The required room temperatures shall be measured at a point 3 feet (914 mm) above the floor and 3 feet (914 mm) from the exterior walls. Every owner and operator of any building who rents, leases or lets one or more dwelling unit, rooming unit, dormitory or quest room on terms, either express or implied, to furnish heat to the occupants thereof shall supply sufficient heat during the period from September 1 to June 1 to maintain the room temperatures specified above.

I. Smoke Detector and Carbon Monoxide Detector

All dwellings and dwelling units must be provided with smoke detectors in conformance with SPS 321.09 and ss 101.145. All dwellings and dwelling units must be provided with carbon monoxide detectors in conformance with SPS 321.097 and ss 101.149.
A. Floor Space

Every dwelling unit shall contain at least one hundred fifty (150) square feet of floor space for the first occupant thereof and at least one hundred (100) additional square feet for every additional occupant thereof.

B. Sleeping Rooms

In every dwelling unit of two (2) or more rooms, every room occupied for sleeping purposes by one (1) occupant shall contain at least seventy (70) square feet of floor area, and every room occupied for sleeping purposes by more than one (1) occupant shall contain at least an additional fifty (50) square feet of floor area for each occupant twelve (12) years of age and over and at least forty (40) square feet of floor area for each occupant under twelve (12) years of age and reasonable facilities are required to provide privacy of access.

C. Habitable Room Area

Floor area shall be calculated on the basis of habitable room area. However, closet area and hall area within the dwelling unit where provided may account for not more than ten percent (10) of the required habitable floor area.

D. Ceiling Height

At least one-half (1/2) of the floor area of every habitable room shall have a ceiling height of at least seven (7) feet; and the floor area of that part of any room where the ceiling height is less than 4.5 feet shall not be considered as part of the floor area in computing floor area of the room for determining the maximum permissible occupancy thereof.

E. Basement and Cellar Space

No basement or cellar space shall be used as a dwelling unit. A bedroom in the basement is prohibited unless it can comply with SPS 321-325 requirements.

16.0610 DWELLING AND DWELLING UNITS WHICH MAY BE OCCUPIED

A. Any dwelling or dwelling unit shall be considered unfit for human habitation, occupancy, or use, and shall be so designated and placarded by the Housing Officer Building Inspector, in accordance with the Wisconsin Statutes, if it is so damaged, decayed, dilapidated, unsanitary, or vermin infested that it creates a serious hazard to the health or safety of the occupants or of the public; or is lacking in facilities necessary to protect the health or safety of the occupant, or the public; or because of its general condition or location is unsanitary or otherwise dangerous to the health or safety of the occupants or of the public.

B. Any dwelling or dwelling unit designated and placarded by the Housing Officer Building Inspector as unfit for human habitation shall be vacated within a reasonable time as ordered by the Housing Officer Building Inspector and shall not again be used for human habitation until the defects upon which the condemnation and placarding action were based have been eliminated, the placard removed by the Housing Officer Building Inspector, and an occupancy permit granted.

C. No person affected by any notice or order to vacate a dwelling or dwelling unit
connected to a municipal water and sewer system and other facilities approved by the Housing Officer Building Inspector and in good working condition shall be supplied for each eight (8) persons including the operator's quarter or family whenever they share the use of said facilities. Provided that in rooming houses where rooms are let only to males, flush urinals may be substituted for not more than one-half (1/2) the required number of flush toilets. All such facilities shall be so located within the dwelling to be reasonably accessible from a common hall or passageway and provide reasonable facilities to insure privacy of access and privacy within to all persons sharing such facilities.

2. Every lavatory basin and bathtub, or shower shall be adequately supplied with hot water at all times. No such facilities shall be located in the basement.

B. Linens

The operator of every rooming house shall change supplied bed linens and towels therein at least once each week, and prior to the letting of any room to any occupant. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.

C. Area

Every room occupied for sleeping purposes shall contain at least seventy (70) square feet for each occupant twelve (12) years of age and over, and forty (40) square feet for each occupant under twelve (12) years of age and reasonable facilities as required to provide privacy of access.

D. Exits

Every rooming house shall have at least two (2) safe, unobstructed means of egress leading to a safe and open space at ground floor level. One-half (1/2) of the required exits may be either fire escape or horizontal exits as required by Wisconsin State Building Codes. One (1) stairway shall be enclosed and shall have at least one (1) handrail securely installed.

E. Sanitary Maintenance

The operator of every rooming house shall be responsible for the sanitary maintenance of all walls, floors, and ceilings, and for the maintenance of a sanitary condition in every part of the rooming house, and he shall be further responsible for the sanitary maintenance of the entire structure or building or occupied by the operator.

16.0613 APARTMENT BUILDINGS

A. A building containing more than two (2) dwelling units shall be deemed an apartment building.

B. Every dwelling unit within an apartment building shall have complete kitchen, living, sanitary, and sleeping facilities.

C. The public area of every apartment building shall be maintained in a clean, safe, and sanitary condition. All passageways shall be kept free to insure the safety of the occupants.

D. Every apartment building having more than three (3) dwelling units shall have a local agent and/or custodian responsible to maintain the public areas and facilities of the building.
Details on the 2019 Assistance to Firefighters Grant Award

The Marinette Fire Department received word of a successful grant awarded to our department on August 6th 2020. The grant was written at the beginning of the year and focused on the need for new battery powered extrication equipment. The extrication equipment that is in service on our lead engine 109 is 25 years old and has many disadvantages in addition to its age. The equipment itself is big and bulky, it has to be brought out of the truck with the heavy and cumbersome gasoline powered engine unit, and not to mention the trip friendly hydraulic hoses that run between the tool and engine unit. At a minimum two firefighters are assigned to this unit.

These new extrication tools are lightweight, quickly deployed, light enough for one firefighter so others can stabilize the vehicle, take patient care, cut the battery, deploy a hose line, etc. The battery powered units are more powerful than our current extrication tools, and also have the ability to cut the highly advanced steel of today’s modern vehicles. In addition, because there are no carbon emissions, we could easily bring these units indoors to be used in a confined space rescue on a ship at Marinette Marine. Also, there are no tripping hazards because it does not rely on hydraulics and in addition can be used under water.

The total price of this project is $37,985 and includes one cutter, one spreader, two rams, and two chargers. The federal resources awarded are $36,176.19 and our required contribution is only 5% of the total price and is $1,808.81.

Thank you,

Assistant Chief Steve Campbell
Marinette Fire Department
715-732-5178
CITY OF MARINETTE TRANSPORTATION COORDINATION COMMITTEE MEETING MINUTES
FROM TUESDAY AUGUST 18, 2020

Transportation Coordination Committee Secretary, Jan Kust, called the City of Marinette Transportation Coordination Committee Meeting to order at 10:04 AM within 214 Conference Room at Marinette City Hall, 1905 Hall Avenue, Marinette.

1. Upon a call of the roll it was determined a quorum of Committee members were present and the following attendance was recorded:
   - **Members present:** Alderperson Wally Hitt (Common Council Representative); Tom Westlund (Transportation Contractor Owner/Operator); Pamela Mueller Johnson-(Marinette County Elderly Services Director); Brandon Robinson- (Bay-Lake Regional Planning Commission Representative); Finance Director Jackie Miller (Administrator); and Erin Sauve- (Marinette Senior Center Manager).
   - **Members absent:** Wayne Ruechel (Citizen at large).
   - **Others Present:** Mayor Steve Genisot and Jan Kust (Community Development Office & Committee Secretary).

2. **Approval of prior Transportation Coordination Committee meeting minutes.**
   Tom Westlund moved/ Erin Sauve seconded and all concurred, to approve, as presented, City of Marinette Transportation Coordination Committee regular meeting minutes from 07/21/20.

3. **Discussion and recommendation to approve Transportation Coordination Committee (Shared-Ride Taxi, Inc) resolution #868 between City of Marinette and Bay Lake Regional Planning Commission.**
   Tom Westlund moved/Wally Hitt seconded and all concurred, to approve and forward to council the contract between City of Marinette and Bay Lake Regional Planning Commission for professional services regarding the application for State Aid (85.20) and Federal Aid (Section 5311) for Shared Ride Taxi, not to exceed $2,250.

4. **Discussion and possible action on Shared Ride Taxi Procurement Process.**
   Jan Kust (Community Development Office & Committee Secretary), reported the procurement process has been started and she continues to work on it. She is working with Danette Tessmann from the Department of Transportation (DOT) on appendix’s A-E and hopes to submit to the DOT for approve in late August. Kust is hoping to have the Shared Ride Procurement go to the December 2020 Common Council meeting for approval.

5. **CY 2019- 2020 Shared-Ride Taxi, Inc. ridership utilization status report**
   Tom Westlund reported the shared-ride Taxi Inc., handed out a report for June-August 2020, he stated there was a big decrease in March due to the COVID-19 but numbers are starting to increase. He reported the Vinyl sheeting that was installed to protect the driver and rider during the Covid-19 pandemic is working well and they continuing to only transport one rider at a time unless in the same family. Mr. Westlund also updated the committee on a few personnel issues that have been addressed.

6. **Discussion and possible action to adjust the TCC scheduled date and time.**
   Tom Westlund moved/Pamela Mueller Johnson seconded, and all concurred to set the TCC meetings for the second Tuesday of the month, at 10:00 am, every other month.

7. **Motion to adjourn.**
   The meeting adjourned at 10:35 AM on motion by Finance Director Jackie Miller /Brandon Robinson seconded and all concurred.

   Jackie Miller/Finance Director

Next City of Marinette Transportation and Coordination Committee meeting is scheduled for Tuesday, October 13th, 2020 at 10:00 AM.

Cc: Committee members, Mayor Genisot, Common Council agenda packet (City Clerk's Office) and Community Development Office file.

Transportation Coordination Committee meeting minutes Page 1 of 1
TRANSPORTATION COORDINATION COMMITTEE
(SHARED-RIDE TAXI, INC.) RESOLUTION #868
RECOMMENDING TO THE COMMON COUNCIL APPROVAL OF A
CONTRACT BETWEEN THE CITY AND BAY-LAKE REGIONAL
PLANNING COMMISSION FOR PROFESSIONAL SERVICES TO
PROVIDE TECHNICAL ASSISTANCE FOR THE ADMINISTRATION OF
THE 2021 SHARED-RIDE TAXI GRANT APPLICATION

WHEREAS, the Transportation Coordination Committee administers the City of
Marinette, Wisconsin Shared-Ride Taxi Program.

NOW, THEREFORE, BE IT RESOLVED, that the Transportation Coordination
Committee approved Resolution #868 recommending to the Common Council approval
of a contract (total contract cost not to exceed $2,250.00) between the City and Bay-Lake
Regional Planning Commission for professional services to provide technical assistance for
the administration related to the 2021 Shared-Ride Taxi Grant Application. Professional Grant
Application services are an eligible expense under the Shared-Ride Taxi Grant.

Dated this 18th day of August, 2020.

Resolution introduced by Commissioner Westlund.

Motion for adoption seconded by Alderman Hitt.

cc: Mayor Steve Genisot; City Attorney; 2020 Shared-Ride Taxi Resolution File
TOURIST INFORMATION CENTER (TIC) GRANT AGREEMENT
between the
WISCONSIN DEPARTMENT OF TOURISM
and the
Marinette Recreation Department

This Agreement is entered into pursuant to s. TOUR 3.08, of the Wisconsin Administrative Code by
and between the Wisconsin Department of Tourism ("the Department") and the Marinette Recreation
Department, 1905 Hall Avenue, Marinette, WI 54143-1716, Federal Employee Identification Number:
39-6005515 ("the Recipient").

WHEREAS, the Recipient has applied to the Department for assistance under the Tourist Information
Center (TIC) Grant Program to pay for eligible costs to operate a regional Tourist Information Center
consistent with the program requirements specified in s.41.16 Statutes and CH. TOUR 3 Wis. Adm.
Code, and

WHEREAS, the Department, relying upon representations in the Recipient's application, shall provide
a grant of up to $2,000.00, to the Recipient under the terms and conditions specified in this
Agreement,

THEREFORE, based upon the mutual promises contained in this Agreement, the Department and
Recipient agree as follows:

I. REPRESENTATIONS AND WARRANTIES
The Recipient hereby represents and warrants that:

A. It is a non-profit entity duly organized, validly existing and in good standing under the laws
   of the State of Wisconsin, and it has complied with all conditions prerequisite to doing
   business in Wisconsin;

B. It has the power and authority to carry on its business as now conducted in the State of
   Wisconsin;

C. It is qualified to do business in every jurisdiction in which the nature of its business makes
   such qualifications necessary;

D. It is in compliance with all laws, regulations, ordinances and orders of public authorities
   applicable to it;

E. It has authorized its signatory hereto to bind it with respect to all terms and conditions in
   this Agreement;

F. All of the promises and representations in the Recipient's TIC Grant application, and any
   other documents submitted subsequent thereto are truthful and accurate as of the date of
   this Agreement; and

G. The Recipient's warranties and representations shall survive the execution and delivery of
   this Agreement.

II. SCOPE OF SERVICES PROVIDED BY THE RECIPIENT
Staffing and customer service for regional tourism information center.
III. DISBURSEMENT OF FUNDS
A. Payment shall be made to the Recipient, Marinette Recreation Department, 1905 Hall Avenue, Marinette, WI 54143-1716. No TIC Grant funds shall be disbursed to the Recipient except as authorized and provided in this Agreement.
B. The Recipient shall receive payment following execution of this Agreement.
C. The Department reserves the right to withhold payment, and seek return of funds as necessary, if the Department determines, in its sole discretion, that the Recipient has not complied with any of the terms and conditions of this Agreement.

IV. RECORD KEEPING AND REPORTING
A. The Recipient shall maintain books, records and other documents, as required by the Department, to document the amount and nature of all TIC grant funds provided by the Department, as well as the funds used by the Recipient in accordance with the terms of this agreement.
B. The Department shall, at all reasonable times, have access to and the right to examine, audit, excerpt, copy and transcribe any of the Recipient's books, documents, papers and records which relate directly to this agreement. The Recipient is responsible for retaining such materials for at least three (3) years following payment of grant funds.

V. GOVERNING LAW AND VENUE
A. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin. The Recipient shall, at all times, comply with and observe all federal, state and local laws, ordinances, and regulations which are in effect during the period of this Agreement and which in any manner affect the Project or its conduct. Any litigation arising out of this Agreement shall be brought and venued in Dane County, Wisconsin.
B. The Applicant shall indemnify and hold harmless the Wisconsin Department of Tourism, and their respective agents, officers and employees with regard to any claim made as a result of costs for which reimbursement is requested by the Applicant under this Agreement, and further shall defend, at its sole expense, any action or proceeding commenced for the purpose of asserting a claim related to costs placed under this Agreement.

VI. NONDISCRIMINATION
No eligible low income family shall be denied any services enumerated in this Agreement or be subjected to unlawful discrimination because of age, race, religion, color, handicap, sex, physical condition, or developmental disability.

In accordance with subch. II, Chapter 111 of the Wisconsin Statutes, the Grantee shall not discriminate in employment against properly qualified individuals by reason of their age, race, creed, color, disability, marital status, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, membership in the national guard, state defense force or any other reserve component of the military forces of the United States or this state or of the use or nonuse of lawful products off the employer's premises during nonworking hours. This provision shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, rates of pay or other form of compensation, and selection for training, including apprenticeship.
VII. TAXPAYER IDENTIFICATION COMPLIANCE
The Recipient shall provide completed Substitute form W-9 if needed before reimbursement will be authorized.

VIII. SEVERABILITY
The invalidity of any provision of this Agreement shall not affect the validity of the remaining provisions, which shall remain in full force and effect to govern the conduct of the parties.

IX. BINDING ON SUCCESSORS AND ASSIGNS
This Agreement shall be binding upon the parties hereto, together with their respective successors, venders and assigns.

FOR THE DEPARTMENT OF TOURISM

By: ____________________________ Date
    Sara Meaney, Secretary

FOR THE RECIPIENT

By: ____________________________ Date
    Gavin Scray
CITY OF MARINETTE, WISCONSIN

RESOLUTION NO. 17-2020

APPROVING TRANSPORTATION COORDINATION COMMITTEE (SHARED-RIDE TAXI, INC.) RESOLUTION #868 CONTRACTING WITH BAY-LAKE REGIONAL PLANNING COMMISSION (CONTRACT NOT TO EXCEED $2,250) FOR PROFESSIONAL SERVICES OF THE 2021 SHARED-RIDE TAXI PROGRAM GRANT APPLICATION

WHEREAS, the Transportation Coordination Committee administers the City of Marinette, Wisconsin Shared-Ride Taxi Program.

NOW, THEREFORE, BE IT RESOLVED, that the Transportation Coordination Committee approved Resolution #868 recommending to the Common Council approval of a contract (total contract cost not to exceed $2,250.00, contract 20003-06) between the City of Marinette and Bay-Lake Regional Planning Commission for professional services (grant writing, meetings with staff & service provider, and assist with WisDOT review) related to the 2021 Shared-Ride Taxi Program Grant Application and procurement process. Professional services are an eligible expense under the Shared-Ride Taxi Grant.

Dated this 1st day of September 2020.

Resolution introduced and adoption moved by Alderperson ________________________________.
Motion for adoption seconded by Alderperson ________________________________.
On roll call, motion adopted ____________________________________________.

______________________________
STEVE GENISOT, MAYOR

ATTEST:

______________________________
LANA BERO, CITY CLERK
CITY OF MARINETTE, WISCONSIN
RESOLUTION NO. 18-2020

ADOPTING APRIL 24, 2020 AS Arbor Day

WHEREAS, in 1872, Sterling Morton proposed to the Nebraska Board of Agriculture that a special day (last Friday in April) be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees reduced the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, Marinette is recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its free-planting practices.

NOW, THEREFORE, BE IT RESOLVED, that the City of Marinette hereby adopts April 24, 2020 as Arbor Day within the City of Marinette and urges all Marinette citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and further urges all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

Dated this 1st day of September 2020.

Resolution introduced and adoption moved by ________________.
Motion for adoption seconded by ____________________________.
On roll call, motion passed ________________________________.

__________________________
Steve Genisot, Mayor

Lana Bero, Clerk
CITY OF MARINETTE, WISCONSIN
RESOLUTION NO. 19-2020

A RESOLUTION AUTHORIZING THE SUBMISSION OF A WISCONSIN DEPARTMENT OF TRANSPORTATION FACILITIES FOR ECONOMIC ASSISTANCE (TEA) GRANT APPLICATION

WHEREAS, the City of Marinette and Fincantieri Marinette Marine Corporation have mutually agreed to develop to expand its ship building business; and

WHEREAS, the agreement between the City of Marinette and the Fincantieri Marinette Marine Corporation provides for reconstruction of a road project to make the project feasible; and

WHEREAS, given all the financial demand on the City of Marinette related to this project the City of Marinette is in need of assistance to make the transportation improvements. Without the grant assistance, the City of Marinette cannot reasonably afford to construct the required improvements; and

WHEREAS, the State of Wisconsin Department of Transportation’s Facilities Transportation Economic Assistance (TEA) program provides financial assistance to municipalities to develop transportation facilities required to enable industrial development to occur;

NOW THEREFORE BE IT RESOLVED THAT, the City of Marinette hereby authorizes the submission of an application to the Department of Transportation TEA program and authority is granted to the City of Marinette authorized staff to take the necessary steps to prepare and file the appropriate application for funds under this program in accordance with this resolution and that they are hereby authorized to sign all necessary documents on behalf of the City of Marinette; and

BE IF FURTHER RESOLVED THAT, the City of Marinette does hereby commit to fund at least 50% of the cost of the road improvements with a local match that may be made up of any combination of local, federal, or private funds or in-kind services; and

BE IT FURTHER RESOLVED THAT, the City of Marinette will have jurisdictional responsibility for the transportation improvements; and

BE IT FURTHER RESOLVED THAT, the City of Marinette will sign a Jobs Guarantee with the Wisconsin Department of Transportation; and

BE IT FURTHER RESOLVED THAT, the City of Marinette will administer and oversee the development of the transportation improvement; and

BE IT FURTHER RESOLVED THAT, the City of Marinette will comply with all applicable Federal, State, and Local regulations.

NOW, THEREFORE BE IT RESOLVED, that the Marinette City Council does hereby approve and authorize this resolution;
Dated this 1st day of September, 2020.

Resolution introduced and adoption moved by Alderperson

Motion for adoption seconded by Alderperson

On roll call, adopted:

Steve Genisot, Mayor
City of Marinette
State of Wisconsin

ATTEST:

Lana Bero, City Clerk
CITY OF MARINETTE, WISCONSIN

Resolution No. 20-2020

A RESOLUTION CREATING A TEMPORARY MORATORIUM ON THE ISSUANCE OF DEMOLITION PERMITS

WHEREAS, the City of Marinette Common Council is currently considering an Ordinance to prevent demolition of an historic or any building for the sole purpose of a parking lot in the City; and

WHEREAS, the Common Council does hereby find that it will take additional time to create and adopt an Ordinance for an approval process for demolition permits; and

WHEREAS, it would be contrary to and destructive of the purposes of the Ordinance creating the prevention of the demolition of buildings before an approval process for demolition permit is created; and

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Marinette as follows:

1. Effective on the date of passage of this Resolution, the Building Inspector shall issue no permit for demolition of any building or structure for the purpose of creating parking during the time of the pendency of the adoption process of the ordinances, or any subsequent ordinances creating an approval process for demolition permits, such period, however, not to exceed 90 days.

2. Exceptions to this policy may be granted by the Building Inspector in cases of partial damage by fire, water, or other natural cause, or in the case of an emergency.

Dated this 1st day of September, 2020

Resolution introduced and adoption moved by Alderperson ____________________________
Motion for adoption seconded by Alderperson ____________________________
On roll call, motion adopted: ________________________________________________

______________________________
Steve Genisot, Mayor
City of Marinette
State of Wisconsin

ATTEST:

______________________________
Lana Bero, City Clerk
CITY OF MARINETTE, WISCONSIN

AN ORDINANCE
Amending MMC Chapter 16

Drafted by: Robert Gagan
City Attorney
Date: 4-30-20

ORDINANCE NUMBER 2447

The Common Council of the City of Marinette do ordain as follows:

Section 1. Marinette Municipal Code Chapter 16 is amended as follows:

CHAPTER 16: BUILDING AND ELECTRICAL CODE

(See attached)

Section 2. The provisions of this ordinance are declared to be severable. If any section, sentence, clause, phrase, or application of this ordinance is held to be invalid or unconstitutional for any reason, such decision shall not affect the validity of the remaining sections, sentences, clauses, phrases, or applications of this ordinance, which shall remain in effect. It is the legislative intent that this ordinance shall remain in effect notwithstanding the invalidity of any part or application of this ordinance.

Section 3. This ordinance shall take effect upon passage and publication as provided by law.

Motion for adoption by Alderperson
Seconded by Alderperson
On roll call adopted

Steve Genisot, Mayor

Attest:

Lana Bero, Clerk
CITY OF MARINETTE, WISCONSIN

AN ORDINANCE
Creating MMC 16.0417 (C) pertaining
to Mandatory Storm Sewer Connection

Drafted by: Robert Gagan
City Attorney
Date: 8-25-20

PRESENTED BPW 8-18-20
REFERRED CC 9-1-20
REREFERRED
REPORTED BACK
ADOPTED
PUBLIC HEARING
PUBLISHED

ORDINANCE NUMBER 2448

The Common Council of the City of Marinette do ordain as follows:

Section 1. Marinette Municipal Code Chapter 16 is amended as follows:

16.0417 MANDATORY SUMP PUMP DISCHARGE STORM SEWER CONNECTION TO STORM SEWER

C. Connection.
All sump pumps shall discharge into a storm sewer lateral where such is available or can be made available if, in the opinion of the director of public works or building inspector, the sump pump discharge creates a nuisance. The sump pump discharge shall be considered a nuisance in situations including, but not limited to, such discharge creating icing problems on a city street or sidewalk, damaging a city street or sidewalk, creating ponds of standing water, or flowing over adjoining property. If such a nuisance is created, the building inspector or his/her designee shall require the owner of the property to connect the sump pump discharge to the lateral.

1. Penalty
Any person who shall violate any of the provisions of this Section may be subject to a penalty as provided in Section 1.0107 of this Code, together with the costs of prosecution. Each day a violation continues or occurs shall constitute a separate offense. The penalty set forth in this Subsection shall not preclude the City from maintaining any appropriate action to prevent, remove or resolve a violation of this ordinance.

2. Intent.
The City of Marinette finds that failure to connect to the storm sewer system as set forth in this Section is contrary to the minimum health standards of the City and fails to assure preservation of public health, comfort and safety of the residents of the City of Marinette.
Section 2. The provisions of this ordinance are declared to be severable. If any section, sentence, clause, phrase, or application of this ordinance is held to be invalid or unconstitutional for any reason, such decision shall not affect the validity of the remaining sections, sentences, clauses, phrases, or applications of this ordinance, which shall remain in effect. It is the legislative intent that this ordinance shall remain in effect notwithstanding the invalidity of any part or application of this ordinance.

Section 3. This ordinance shall take effect upon passage and publication as provided by law.

Motion for adoption by Alderperson
Seconded by Alderperson
On roll call adopted

Steve Genisot, Mayor

Attest:

Lana Bero, Clerk