

CITY OF SPARTA
FINANCE MEETING AGENDA
March 2, 2016

CITY HALL

6:00 p.m.

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of Minutes of the Regular Meeting of February 3, 2016 and minutes of the Special meeting on February 17, 2016**
- 3. Consideration of Internship at City Hall**
- 4. Consideration of Purchase of City Land by John Lodico**
- 5. Consideration of Purchase of Municipal Property by Bruce Hoekstra**
- 6. Consideration of Officer James taking squad car home for K-9 Unit**
- 7. Items for Future Consideration**
- 8. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 2-29-16

CITY OF SPARTA
FINANCE MINUTES
February 3, 2016

PRESENT: Kevin Riley, Norm Stanek,

ABSENT: Carlos Holcomb

ALSO PRESENT: Mark Sund, Todd Fahning, Ted Radde, Dave Kuderer, Dick Heitman, Steve Thiry, Reinhard Mueller, Renae Caldwell, Deb Moore, Sparta Chamber Rep, Mayor Button, Ben Burkhardt

Chairman Riley called the meeting to order at 6:00 p.m.

A motion was made by Norm Stanek and seconded by Kevin Riley to approve the Consent Agenda consisting of the minutes of the regular meeting of January 6, 2016. Motion carried 2-0.

The following were at the Finance meeting to request tourism funds:

Sparta Bike Park – whatever is available

Downtown Flower Baskets - \$1500.00

Sparta Chamber of Commerce - \$1000.00

Downtown Cooperative - \$3,000.00

A motion was made by Kevin Riley and seconded by Norm Stanek to approve tourism funds to Sparta Bike Park in the amount of \$1500.00; Downtown Flower Baskets in the amount of \$1500.00; Sparta Chamber of Commerce in the amount of \$1000.00 and the Downtown Cooperative in the amount of \$3000.00. Motion carried 2-0.

The Committee was interested in some input from our current City Attorney, Dick Heitman, about the process of looking for a new City Attorney as he will be retiring at the end of this year. He mentioned that we could advertise locally even though there is no residency requirement. Then there would be the interview process and Dick stated that if needed, he would sit in. This person would shadow Dick for several months and would probably be appointed as the interim attorney until actually appointed at the annual meeting in April. Dick also recommended that this person be paid salary as the hours vary. We will probably start advertising in the next month or so.

Items mentioned for future consideration were:

Jeanne Choutka will be retiring in January of 2017. We will probably be advertising for her position in June.

We are looking at participating in an internship here at City Hall. Person interested will be coming in tomorrow to meet with Mark.

Closed Session regarding a request from Officer James

A motion was made by Norm Stanek and seconded by Kevin Riley to adjourn at 6:49. Motion carried 2-0.

Respectfully submitted,

Julie Hanson
City Clerk

CITY OF SPARTA
SPECIAL FINANCE MINUTES
February 17, 2016

PRESENT: Kevin Riley, Norm Stanek, Carlos Holcomb

ABSENT: None

ALSO PRESENT: Mark Sund, Todd Fahning, Dave Kuderer, Mayor Button, Dean Zuehlke

Chairman Riley called the meeting to order at 6:00 p.m.

The purpose of this meeting was to consider a land sale in the business park to Dean Zuehlke of D & Dee Enterprises. He would like to purchase 2 acres next to Evolutions Power Coating. Brennan has released the right of first refusal on this area which will be used to build a 30 X 30 building and a 30 X 60 building. Dean does not own the building that he is in and has to be out by July 1, 2016. The assessed value will be \$175,000.00 and Dean will have to pay \$12,000.00 at time of closing. **A motion was made by Norm Stanek and seconded by Carlos Holcomb to approve the land sale of 2 acres to D & Dee enterprises in the business park. Motion carried 3-0.**

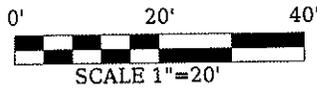
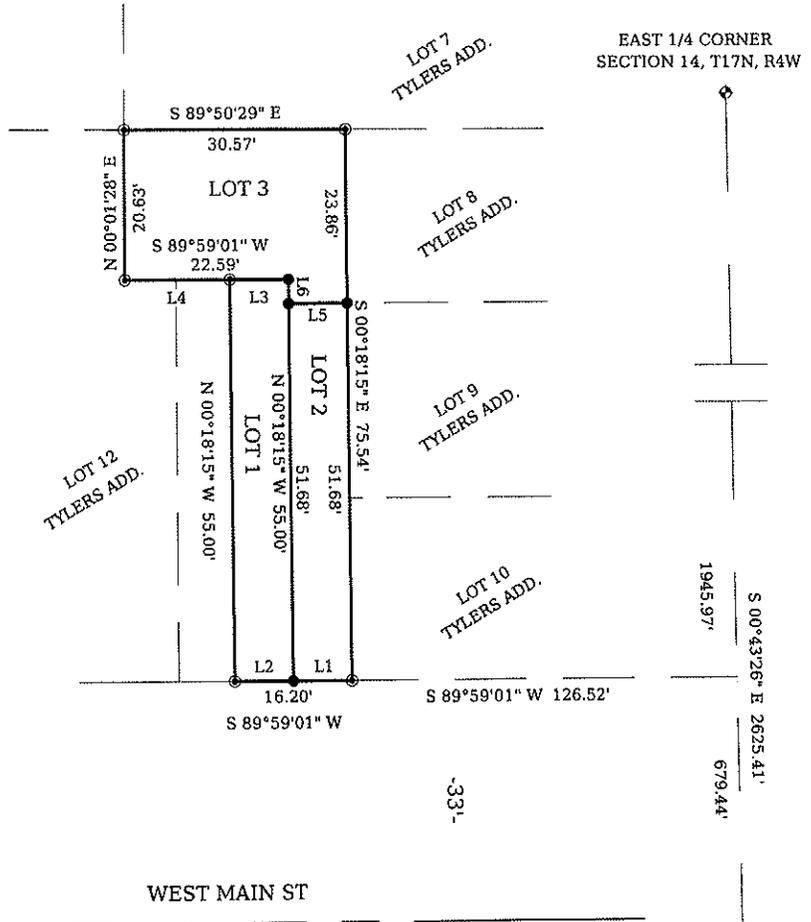
A motion was made by Carlos Holcomb and seconded by Norm Stanek to adjourn at 6:06. Motion carried 3-0.

Respectfully submitted,

Julie Hanson
City Clerk

CERTIFIED SURVEY MAP #
 LOCATED IN LOTS 11, AND 12 OF T.B. TYLERS
 ADDITION TO THE CITY OF SPARTA, THE SE ¼ OF THE
 SE ¼ OF SECTION 14, T17N, R3W, CITY OF SPARTA,
 MONROE COUNTY, WISCONSIN.

BEARINGS ARE REFERENCED TO THE
 MONROE COUNTY COORDINATE SYSTEM.



| | | |
|-------|------------|-------------|
| LOT 1 | 0.01 ACRES | 456 SQ. FT. |
| LOT 2 | 0.02 ACRES | 658 SQ. FT. |
| LOT 3 | 0.01 ACRES | 419 SQ. FT. |

LINE TABLE

| LINE | BEARING | DISTANCE |
|------|---------------|----------|
| L1 | S 89°59'01" W | 8.10' |
| L2 | S 89°59'01" W | 8.10' |
| L3 | S 89°59'01" W | 8.10' |
| L4 | S 89°59'01" W | 14.49' |
| L5 | N 89°57'19" E | 8.10' |
| L6 | N 00°18'15" W | 3.33' |

LEGEND

- 3/4" X 18" IRON BAR SET WEIGHING 1.50lbs PER LINEAL FOOT
- ◆ HARRISON MONUMENT FOUND
- ◎ 3/4" IRON BAR FOUND

SE CORNER
 SECTION 14, T17N, R4W

POINT SURVEYING LLC.
 123 NORTH WATER STREET
 SPARTA, WI 54656
 608-269-0744
 JONATHAN SCHMITZ RLS #2465

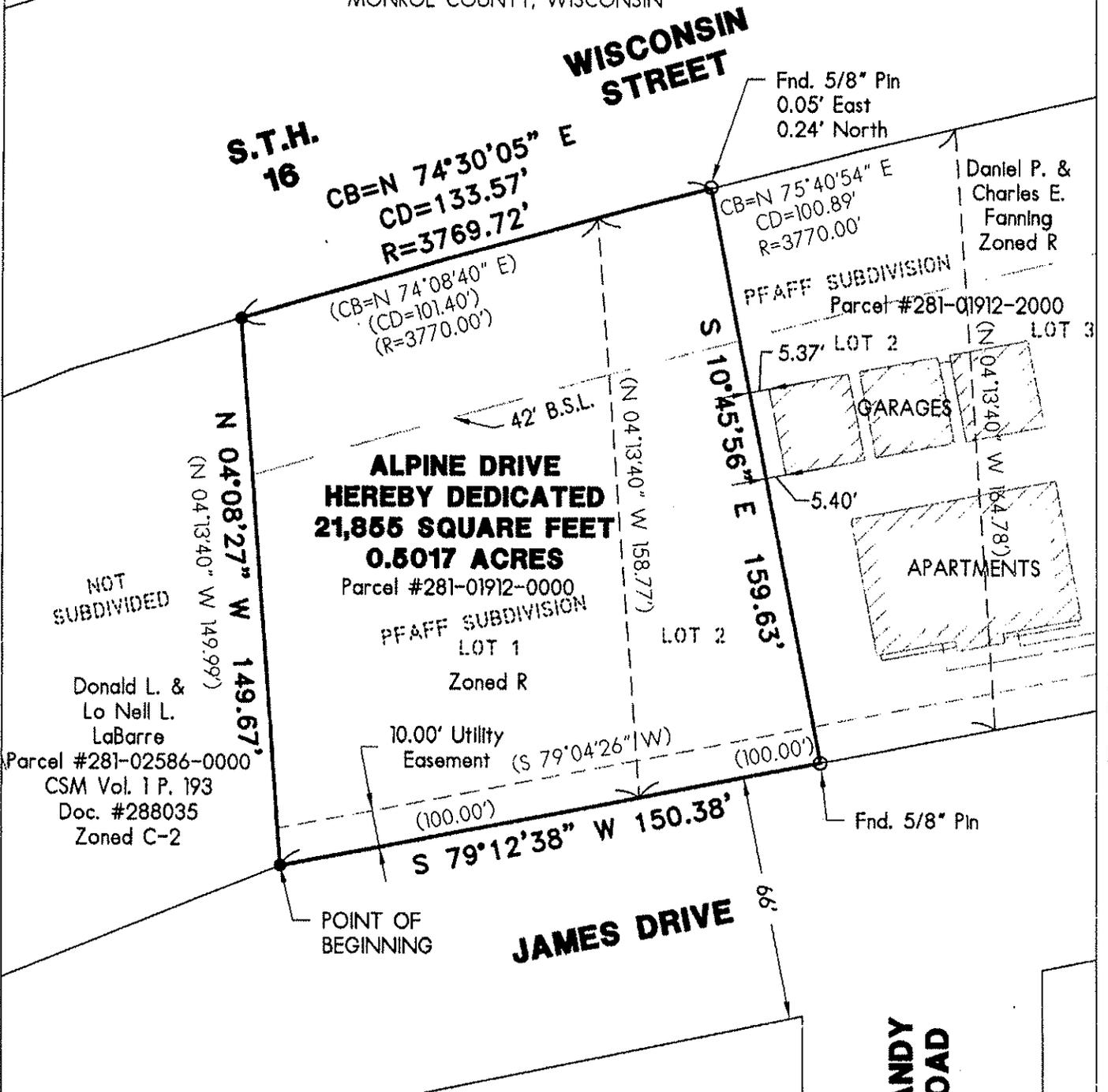
THIS INSTRUMENT WAS DRAFTED
 AND DRAWN BY JONATHAN SCHMITZ

JOB #S1417N4W

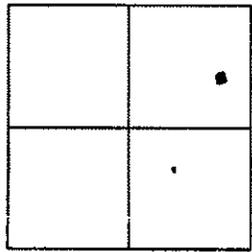
CLIENT: CITY OF SPARTA
 201 W. OAK ST
 SPARTA, WI 54656

PAGE 1
 OF 2 PAGES

OF LOT 1 AND PART OF LOT 2 OF PFAFF SUBDIVISION TO THE
 CITY OF SPARTA, PART OF THE NORTHEAST QUARTER OF
 SECTION 22, TOWNSHIP 17 NORTH, RANGE 4 WEST
 MONROE COUNTY, WISCONSIN

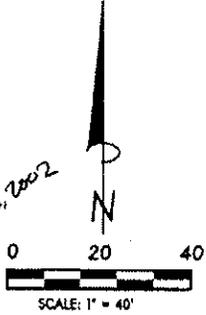
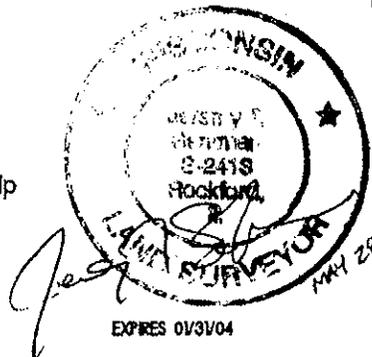


515971



LOCATION MAP
 SECTION 22-T17N-R4W
 1"=4000'

OWNER
 Wal-Mart Stores East, L.P.
 A Delaware Limited Partnership
 702 S.W. 8th St.
 Bentonville, AR 72712



LEGEND

- FOUND MONUMENT
- 264.05' MEASURED DISTANCE
- BSL BUILDING SETBACK LINE

CERTIFIED SURVEY MAP No. _____ SHEET 2 OF 3
OF LOT 1 AND PART OF LOT 2 OF PFAFF SUBDIVISION TO THE
CITY OF SPARTA, PART OF THE NORTHEAST QUARTER OF
SECTION 22, TOWNSHIP 17 NORTH, RANGE 4 WEST
MONROE COUNTY, WISCONSIN

I, Jeremy T. Sentman, Wisconsin Registered Land Surveyor #S-2413 do hereby certify:

THAT I have surveyed Lot 1 and part of Lot 2 of Pfaff Subdivision to the City of Sparta, Monroe County, Wisconsin, being part of the Northeast Quarter of Section 22, Township 17 North, Range 4 West in the City of Sparta, Monroe County, Wisconsin, more particularly bounded and described as follows, to wit:

Beginning at the Southwest corner of said Lot 1; thence North 04°08'27" West, along the West line said Lot 1, a distance of 149.67 feet to the Northwest corner of said Lot 1; thence Northeasterly along the arc of a circular curve to the right, said curve being the North line of said Lots 1 and 2, a distance along the arc of 133.58 feet, with a radius of 3,769.72 feet, the chord of which bears North 74°30'05" East a distance of 133.57 feet; thence South 10°45'56" East a distance of 159.63 feet to the South line of said Lot 2; thence South 79°12'38" West, along the said South lines of Lot 2 and Lot 1, a distance of 150.38 feet to the point of beginning containing 21,855 square feet (0.5017 acres) more or less all situated in the County of Monroe and the State of Wisconsin.

THAT I have made such survey, land division and Certified Survey Map by the direction of Wal-Mart Stores East, L.P., a Delaware Limited Partnership.

THAT such Certified Survey Map is a correct representation of all exterior boundaries of the land surveyed and the Certified Survey Map thereof made.

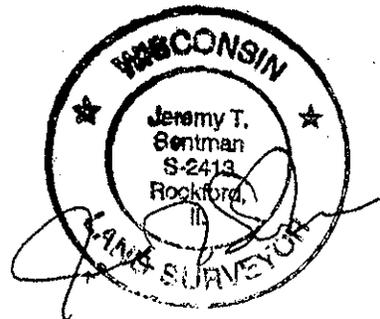
THAT I have fully complied with the Provisions of Chapter 236.34 of the Wisconsin Statutes.

THAT the above described property is subject to all encumbrances, liens, and third party claims, if any.

Certified this 28th day of May 2002.



Jeremy T. Sentman, R.L.S. # S-2413
ARC Design Resources Inc.
1145 North Alpine Road
Rockford, Illinois 61107-3613



EXPIRES 01/31/04

CERTIFIED SURVEY MAP No. _____ SHEET 3 OF 3
OF LOT 1 AND PART OF LOT 2 OF PFAFF SUBDIVISION TO THE
CITY OF SPARTA, PART OF THE NORTHEAST QUARTER OF
SECTION 22, TOWNSHIP 17 NORTH, RANGE 4 WEST
MONROE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

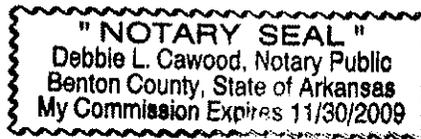
As Owners, we hereby certify that we have caused the land described on this plat to be surveyed, divided, mapped, and dedicated as represented hereon.

OWNER: [Signature]
WAL-MART STORES EAST, L.P.

State of Arkansas
County of Benton ss.

Personally came before me this 15th day of October, 2002,
the above named Kim Lowe
known to me to be the person(s) who executed the foregoing instruments and
acknowledged the same.

[Signature]
Notary Public
Commission expires _____



PLAN COMMISSION APPROVAL

Resolved that this Certified Survey Map, Wal-Mart Stores East, L.P., Owner, located in the City of Sparta, is hereby approved by the Plan Commission.

Date: 5-21-02 Chairman: John T. Gomez

COMMON COUNCIL RESOLUTION

Resolved that this Certified Survey Map, Wal-Mart Stores East, L.P., Owner, located in the City of Sparta, is hereby approved by the Common Council of the City of Sparta.

Date: 5-21-02 Mayor: John T. Gomez

I hereby certify that the foregoing is a copy of resolution number _____ adopted by the Common Council of the City of Sparta.

Date: 5-21-02 City Clerk: Janice E. Foss

HIGHWAY SETBACK NOTE

"No improvements or structures are allowed between the right-of-way line and the highway setback line. Improvements and structures include, but are not limited to signs, parking areas, driveways, wells, septic systems, drainage facilities, buildings and retaining walls. It is expressly intended that this restriction is for the benefit of the public as provided in section 236.293, Wisconsin Statutes, and shall be enforceable by the Wisconsin Department of Transportation or its assigns. Contact the Wisconsin Department of Transportation for more information. The phone number may be obtained by contacting the County Highway Department."

REGISTER'S OFFICE
County of Monroe, Wis.



515971



Land to be "sold"

FINANCE COMMITTEE

City Hall

March 1, 2004

5:00 P.M.

Members Present: Chairman Ted Radde, Mark Richgruber and Gary Peterson

Also Present: Mayor Gomez, City Administrator Witt, Police Chief Kass, Sharon Folcey, Vicky Roraff, Barry McMullin, Kay Bender, Paul Oswald, Mark Sund, City Attorney Heitman, Mark Erickson, Tim McClain

Chairman Radde called the meeting to order.

1. A motion was made by Richgruber and seconded by Peterson to approve the minutes of the last meeting. Motion carried.
2. Vicky Roraff on behalf of Chamber of Commerce Tourism presented the 2003 quarterly report, profit and loss statement and 2004 tourism budget.
3. The committee reviewed the special project requests.
 - ◆ Barry McMullin – requesting \$913 for advertising for golf course in form of coupons
 - ◆ Jordan Skiff – requesting \$5,000 for bike access to downtown
 - ◆ Chamber of Commerce – requesting \$1,500 for flower baskets in downtown
 - ◆ Paul Oswald – requesting \$1,761.25 for advertising in connection with Sparta Bike Days
 - ◆ Mark Erickson – requesting any amount for hockey association

There were a couple of options on how much money would be available. A motion was made by Peterson seconded by Richgruber to spend \$15,000 each for this year and next. Motion carried. A motion was made by Peterson seconded by Richgruber to approve the following disbursements: Sparta Bike Days \$1,761.35; golf course advertising \$913; Chamber downtown flowers \$1,500 and \$2,500 to the hockey association. Motion carried 3-0. The committee would like to talk to Jordan further about his request.

15,000.00
= 6,674.35
8,325.65

4. Police Chief Kass stated he would like to hire an additional officer. He said he would like to plan for the future as well as have someone to take Dave Livingston's place. He said that they are operating on bare minimum now. The cost of an additional officer including benefits would be \$55,555. He would like to eliminate part-time officers. He said he is now in the process of hiring two officers. The committee would like to discuss this further after the two new ones are on board.
5. Police Chief Kass stated he would like to see the residency requirement either eliminated or broadened. He said it would definitely help in recruiting people. Presently Tomah is county-wide; LaCrosse is state-wide; Onalaska has no requirements and Monroe County is county-wide. A motion was made by Peterson seconded by Radde to change the residency requirements for all employees to county-wide. Motion carried 3-0.

6. Police Chief Kass requested that the K-9 unit be allowed to take the city vehicle home. This would eliminate transferring the K-9 to and from vehicles every day. Also Officer Stebbins would pay for the dog's grooming and feeding in lieu of the Fair Labor Standard Act

requirement. It was noted that personal commuting miles would be kept track of. Kass said that he would prepare a written agreement that would cover everything. A motion was made by Richgruber seconded by Peterson to allow the vehicle to be taken home. Motion carried 3-0.

7. Police Chief Kass would like to add a fourth Sergeant. He said that Livingston was the last officer promoted to Sergeant. In his absence Pipkin has been filling in and getting the pay for it. A motion was made by Radde seconded by Richgruber to refer this to the Public Safety Committee. Motion carried 3-0.

At 6:45 p.m. a motion was made by Peterson seconded by Richgruber to go into closed session pursuant to Wis. Stats. Sec. 19.85(1)(g) – conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Motion carried 3-0.

Submitted by:
Janice E. Foss