



Committee of the Whole Meeting Agenda

Tuesday, October 29, 2024 at 6:40 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Notice of Open Meeting

Approval of Agenda

Committee Minutes for File

1. Hillside Cemetery (10/14/24), HLPC (09/25/24), PFC (08/28/24), and Recreation (08/12/24)

Public Comment

New Business

2. Discussion regarding Department of Transportation (DOT) grant for Tower Drive street project
3. Consideration and discussion of recent request for services (electrical, internment, lawn service, hvac, plumbing, tree services, cleaning)
4. Consider Class "B" Beer and "Class B" Liquor License for Hachi Hachi Sushi & Hibachi Alcohol License Application

Convene to Closed Session

Convene to closed session per section 19.85(1)(e), stats for Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss 103 N. Ludington Street.

Reconvene to Open Session

Adjourn

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

Meeting of Columbus Hillside Cemetery Board

Monday October 14, 2024 6:30 pm

Columbus Community Center

125 N Dickason Blvd.

Columbus, WI. 53925

The meeting was called to order by John Marks at 6:30pm. at the Columbus Community Center on Monday, October 14, 2024.

Meeting was posted in the paper, on the City website and at City Hall.

Roll Call:

Present: John Marks, President, Deb Moungey, Secretary/ Treasurer, Robert Link, Elizabeth Altschwager, Jim Klutzman, Joyce Shepard, Vicki Schulze, Evelyn McNulty , Shirley Banetske and Ryan Rostad, city liaison.

Dave Roelke, Vice President, excused.

Guests:

Dale Marshall, (Eileen) Suzy Liverseed, Mayor Joe Hammer, And Darlene Marks.

Approval of Agenda:

Call was made to accept the agenda. Motion by Jim Kluetzman and seconded by Beth Altschwager. Motion carried unanimously.

Consent of Agenda:

Minutes of June 10, 2024 presented and accepted without changes or corrections.

Treasurer's report presented and accepted without changes or corrections.

Unfinished business:

John Marks called for the nominations of two advisors. Bob Link nominated Dale Marshall and Suzy Liverseed for a one year term of Advisor. Shirley Banetske seconded it. They accepted. John Marks called for the vote. Carried unanimously. Ryan Rostad asked if there term would be from October to

October. It was discussed and decided that at the annual meeting of June 2025 a final decision would be made.

Congratulations and thank you to Dale Marshall and Suzy Liverseed on your new positions.

Bob Link asked if there should be a meeting to orient members as to their positions and to what the job descriptions are. Ryan Rostad suggested posting the meeting as an open meeting or including a disclaimer at the end of the agenda if a quorum is in attendance.

New Business:

Award Presentation. Due to unforeseen circumstances Clara Sennhenn was unable to attend the meeting and her award for 48 years of devoted service to the Hillside Cemetery Board will be presented to her family. We thank Clara for all her suggestions and support through the years. She will be sorely missed.

Hillside Cemetery wishes to acknowledge and thank the Nancy Kind Estate for a second charitable gift. A letter of appreciation was sent to the family, and the gift will be used to beautify Hillside Cemetery.

Consider and take action:

John Marks called for a discussion of ADD I, 2, 3 and IV at the cemetery. It was brought to our attention by Meitner's Land Service that it is getting almost impossible to do full burials in these sections since the area is so old that burial records are not complete or accurate. He also stated that cremation burials could still happen in those areas since they are not as deep and would not disturb the full burial sites.

A motion was made by Bob Link to restrict the burials in ADD I, 2, 3, and IV to cremation burials only. Motion seconded by Beth Altschwager, motion carried unanimously.

John Marks called for a discussion and update of the rules regarding the Columbarium door plaques. There was a request for artwork of 3 inches or more on a plaque by a customer of Pechman Memorials who is approved to etch the doors. An old motion of 2015 was read but was not included in the Rules and Regulations and was incomplete. Joyce Shepard read information from Gary Pechman as to what was decided by the board in 2015. Pechman chose Block lettering.

Items included:

1. Surname, First name, middle initial
2. Maiden name if space allows
3. Date of Birth: Month, Day, Year only
4. Date of Death
5. Military Service Medallion

A question came up as to the size of the military medallion. A small medallion from the Veterans Affairs Office is 2 inches by 1 ½ inches and will be used.

A motion was made by Jim Kluetzman that all artwork and lettering will not be more than 2 inches in height and artwork will only be on the bottom line of the plaque.

The motion was seconded by Bob Link. Motion carried unanimously.

Discussion of operations:

John Marks brought up the meeting with the City Attorney and The City Administrator. Deb Moungey discussed the items brought up and that there will be another meeting for further discussions. The question was asked why this was happening now and Ryan Rostad explained that there were legalities that needed to be addressed with the signing of deeds and other areas. We will wait until the second meeting to discuss things further.

John Marks gave a report of the Burke Center work and this year they did 71 monument repairs which included 3 ribbon pours. They plan on returning again next year. Bob Link asked why the last week was cancelled and it was due to budgeting issues. Being as the bills were not all turned in yet, but the account was running short of funds it was decided to cancel the last few days.

Deb Moungey brought up some bills that had to be paid from the checkbook directly and asked if the repairs on monuments could be reimbursed from the Perpetual care fund. The first section of repairs was a total of \$ 400 and \$175 to Jerry Heuer. The second amount was for repairs next year for \$1750.

Jim Kluetzman made a motion to reimburse the bills paid by the checkbook but to table the second amount until the work is done next year. Motion was seconded by Eve McNaulty. Motion carried unanimously.

John Marks called for a motion to adjourn. Jim Kluetzman motioned and Beth Altschwager seconded to adjourn. Motion carried. The meeting adjourned at 7:30pm.

Columbus Historic Landmarks and Preservation Commission
Meeting Minutes
Wednesday, September 25, 2024
105 North Dickason Boulevard

The meeting was called to order by Chair Ruth Hermanson at 4:00 p.m.

Attendance: Commissioners Ulrich, Altschwager, Hermanson, Elling, Kaland, Nichols and Gilbertson. Economic Development Director Mike Kornmann, Dave Bennett and Mayor Hammer were also present.

Notice of open meeting: Chair Hermanson noted that the meeting agenda had been posted and distributed per State Statutes.

Approve agenda: Motion by Elling, second by Altschwager to accept the agenda as presented. Motion carried unanimously.

Public Comment: Chair Hermanson noted that she and her husband may be applying for a local designation on their property on Warner Street.

Approve Consent Agenda:

The group reviewed the purpose and process of a consent agenda listing on the agenda. Following some explanation from Mr. Kornmann and Mayor Hammer, Motion by Kaland, second by Gilbertson, to approve the consent agenda, including meeting minutes of August 24, 2024 and Treasurer's report of September 17, 2024 as presented. Motion carried unanimously.

Treasurer's report: as of September 17, 2024

- Susan Stare Auditorium Fund (CD)		\$ 19,148.88
- Water Tower Fund	253474	\$ 10,585.22
- Mary Poser/ Former Columbus Auditorium Corporation	2502700 (CD)	\$ 32,307.87
- RestHaven Improvement	255362	\$ 95,151.77
- Façade Improvement Fund	255707	\$ 131.86
- Columbus Pavilion ADA Accessibility Fund	250968	\$ 4,000.89
- CHLPC Account	187450	\$ 33,756.26

Treasurer's report on Summer Concert Series 2024: Treasurer Altschwager reviewed the expenses and income from the 2024 series. Total income \$7,004.02; expenses \$4,107.59.

Local Landmarks Designation and Local Designated Districts: The original National Register nomination survey identified 70 properties for inclusion in the District. Commissioner Nichols will follow up on preparation of a grant request to the State Historic Preservation Office for 2025 that would include public awareness, notices and preparation of a local designation application. Other members of the commission may talk with representatives of other community historic preservation commissions to identify alternate procedures or "best practices" for nominations.

Fundraising status for Resthaven: Commissioner Ulrich announced the award of an additional \$3,000 from the Columbus Area Endowment for the replacement of the front door on Resthaven. Possible

applications to WEDC Vibrant Spaces and Jeffries Foundation were rejected as non-eligible and too much outside control of the result.

2024 Wine Walk: The group agreed that they would not be able to staff a site.

Attendance at Wisconsin Historical Society Annual Convention: Chair Hermanson may attend.

Future Meeting Calendar: The group agreed to meet on **October 23 at 4:30 p.m.**

November 20th at 4 p.m.

December 4th at 4 p.m.

Motion by Altschwager, second by Gilbertson to adjourn at 5:20 p.m. Carried Unanimously.

Respectfully submitted, Henry J. Elling, CHLPC Secretary

MINUTES of COLUMBUS POLICE AND FIRE COMMISSION
 August 28, 2024
 Columbus City Hall, Council Chamber
 105 N Dickason Blvd., Columbus, WI 53925

- 1) Meeting called to order at 6:00 p.m. by PFC Chair Olson.
- 2) Roll Call: PFC Members present: L. Olson, Z. Kianovsky, R. Rule, M. Meier, B. Lewke. PFC members absent: None. (CFD Chief Hazeltine, and CPD Chief Weiner also in attendance)
- 3) Notice of compliance with Open Meeting law—Notice of Meeting and Posted Agenda by Olson.
- 4) Motion by Kianovsky to approve agenda. Seconded by Meier. Motion carried unanimously.
- 5) Motion by Rule to approve minutes of meeting of 07/22/2024. Motion seconded by Meier. Motion carried unanimously.
- 6) Public Comments: None.
- 7) New Business.

CPD written report and oral supplement presented by Chief Weiner.

CFD Written Report and oral supplement provided by Chief Hazeltine.

Motion by Meier to go into closed session per Sec. 19.85(1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employee over which the PFC has jurisdiction or exercises responsibility. Seconded by Lewke. Motion passed unanimously.

Whereupon the PFC convened in closed session at 6:51 p.m. to consider application for entry level position in CFD.

Motion to reconvene in open session by Kianovsky. Seconded by Meier. Motion passed unanimously.

Whereupon PFC reconvened in open session at 7:16 p.m.

Motion by Lewke to approve Jordan Powell for entry level CFD position. Motion seconded by Meier. Motion carried unanimously.

The PFC then discussed scheduling for a meeting to review proposed draft by-laws for PFC. Kianovsky suggested that a weekend day be used as this may be a lengthy meeting. PFC Chair Olson will send out the latest draft to PFC members, City Council Liaison Reid, and Chiefs prior to meeting.

- 8) Motion to adjourn by Meier. Seconded by Lewke. Motion to adjourn carried unanimously.
PFC adjourned at 7:28 p.m.

The next regular meeting of the PFC is scheduled for 6:00 p.m., on Wednesday, December 13, 2024 at the City of Columbus Council Chambers. Special Meetings may be called in the interim as needed.

Minutes submitted by Zev Kianovsky, Secretary, Columbus Police and Fire Commission, City of Columbus, Wisconsin. Minutes are drafted for approval.

Minutes approved by PFC on _____



Recreation Advisory Committee Meeting Minutes

Monday, August 12, 2024 at 6:30 PM

161 North Dickason Boulevard

Roll Call – 6:33 – Klomberg, Rostad, Lawson, Voss, Meyers, Carthew, Agnew, Hart. Excused - Hoppe

Determination of Quorum - Met

Pledge of Allegiance

Notice of Open Meeting - Posted

Approval of Agenda – Motion Klomberg, 2nd Agnew. Motion carried.

Approval of Minutes - Motion Agnew, 2nd Lawson. Motion carried

Public Comment – CBO guests will be coming to next meeting. Kids loved camp.

Unfinished Business

1. Firecracker 5 event update – 131 participants, 40 kids. \$1300-1500 made. Want to do more distances next year.
2. Pickle ball & Basketball court update.
 - a. Fill being donated.
 - b. Getting quotes for drainage concerns.
 - c. Expect to begin work in a few weeks on one basketball court and 4-5 pickleball courts.
 - d. Looking at fencing quotes and how to fund.
 - e. Parking stalls will be deferred and bid.
 - f. Equipment ordered.
 - g. Still selling bricks.

New Business

3. Discussion of Credit Card fee on deposit returns – Credit card fee for each transaction, gateway and security fees. Motion to change to 3.5% convenience fee for deposit returns. Motion Lawson, second Klomberg. Motion carried.
4. Discussion of Nonprofit rates on open shelters – Amy to do more research.
5. Discussion on Pavilion 3-day rental options – Motion by Hart to offer 3-day rental options: \$3000 resident, \$3750 non-resident. Second by Carthew. Motion carried.
6. Discussion CAE grant opportunities – Consensus to apply for grant for Rest Haven water fountain.
7. Backcourt fundraising request – Consensus for Rec to continue to not get involved in fundraising for other organizations.
8. Discussion 2025 Budget – Will discuss next month.

Director Report

1. CBO
 - a. Complaints from families about organization.
 - b. CBO not adhering to contract terms. Thirty days after registration close, CBO to pay fee, insurance proof, non-profit status, and rosters. This should have happened in February and did not. Some payment received in August – did not get complete payment. Have not brought rosters for teams indicating resident and non-residents.
 - c. Will meet with a group to discuss Columbus youth wanting to play baseball.
2. Halloween – will be in Commotion.
 - a. Decorating contest – Registration due 18 October. Voting 21-25 October. 28 October announce winners.
 - b. Trick or Treat – Sunday, October 27, 4-7. Include Safe Trick or Treat at Fire Station.
 - c. Bingo – October 29
 - d. Movie in the Park – October 30, include food truck with Odd Fellows
 - e. Pet Costume Contest – Entries due 31 October. Rec Board will vote
 - f. Bonfire, Pumpkin Hunt, Food trucks and music – November 1
3. Strategic Planning – Next meeting will be 11 September at 6:00 at High School. More information to follow.

Adjourn – 8:06 - Motion Hart, second Agnew. Motion carried.

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Respectfully Submitted,

Kristen Hart

**Columbus Public Library
Library Board Meeting
Tuesday, September 17, 2024
Phyllis Luchsinger Callahan Meeting Room**

Call to Order: Pete Kaland called the meeting to order at 5:02 p.m.

Roll Call, Introduction of Visitors Public Input: Pete Kaland, Amanda Wakeman, Nora Vieau, Jim Schieble, Trina Reid, Dana Pike, Merry Anderson, Deb Haeffner
Absent: Shirley Berkley Sue Salter

Approval of the Agenda for September 17, 2024: Dana moved and Nora seconded a motion to approve the Agenda. Motion carried.

Approval of Minutes: Jim moved and Dana seconded a motion to approve the Minutes. Motion carried.

Reports

Financial Secretary's Report: SCLS Foundation account continues to increase. CDAR 1 renewed 8/29/24 at 5.20%. Dana moved and Merry seconded a motion to approve the Financial Report. Motion carried.

Bills: Bills of \$3,863.74 submitted. Deb moved and Dana seconded a motion to approve the bills. Motion carried.

Budget Comparison: Currently projected to end year on or under budget.

Library Director's Report:

8/28-Many patrons/visitors celebrated Sue Mathwich 25th anniversary with cupcakes.
8/29-Authors Jenny Kalvaitis and Kristen Whitson presented *We Will Always Be Here*. Amanda and Deb from library and Shirley and Mary from Friends attended Columbus Elementary School Open House with pencils and other goodies for kids. Also dropped pencils off at Zion and St. Jerome's schools.
9/13 Adult Services hosted "No Good, Very Bad Art Night."

Youth Services hosted Back to School Bingo to generate family excitement for new year. Youth Programming has begun again with start of school year.
All four book clubs continue to be popular with a variety of demographics.
Book Dragons Writing lab is new monthly writing group for tweens.

Upcoming:

10/3-SCLS Foundation Cornerstone event at Waunakee Public Library; Sue Mathwich will be awarded for her service.
10/27-CPL will take part in Fire Station Trick-or-Treat event
January-Winter reading program begins with theme "Once Upon a Snowy Day."

Buildings: New cupboard added to program room. Thank you to Friends of the Library for funding. Two bats visited library; DPW removed.

Library lost power 9/7 during open hours. According to Columbus Utilities, a squirrel took out the power to four downtown city buildings. Service was restored but Otis had to get the elevator operational.

Amanda reported that the crosswalk lights should be installed in two weeks.

Amanda presented a portion of the Library Statistics Summary dashboard which includes a wide variety of data relative to other libraries. It is noted that CPL borrows significantly more from other libraries vs. CPL sending from our collection. This is due to our small circulation. Also, we must weed collection aggressively due to space. Although this data does not necessarily have a financial affect it underscores the need for a library expansion.

Library Director's Goals: Amanda continues to work on updated personnel handbook. She also is on a committee of city employees and community leaders to collaborate on city events with a formal meeting on 10/10 in the library. Met with Jake Bisbee again to try to come up with a solution to make bathrooms more accessible as space is an issue. He will submit a proposal. Reviewed State of Wisconsin Retention policy and changed CPL practices to keep patron data more secure including shredding hard copy not needed for back-up. Also brainstormed with staff on winter programming ideas.

President's Report: None

Friends of the Library: Did not receive Columbus Area Endowment grant for Annex access ramp. CPL Building & Grounds committee will review quote and options. CORRECTION: It was noted in the August 20 minutes that representatives from the Friends attended the Columbus Elementary School Open House on 8/29. As this event had not yet occurred the Friends were actually scheduled to attend. See Library Director's Report.

Literacy Council Report: None

Correspondence: Received thank you from Sue Mathwich.

Committee Reports:

Personnel Committee: DNM

Building and Grounds Committee: DNM

Trustee Training: None.

Unfinished Business:

Annex leases: Increases communicated to tenants. Cannot currently locate renter insurance documentation. Potential renter expressed interest in vacated space.

Columbus Area Endowment Grant: CPL was awarded a \$4,000 grant to upgrade circulation desk contingent on detailed local bid. However, there may not be a local vendor able to accept the project. Amanda will follow up.

New Business: None

Adjourn: Jim moved and Deb seconded a motion to adjourn. Motion carried. Meeting adjourned at 6:06 p.m..

Next scheduled board meeting—October 15, at 5:00 p.m.

Respectfully submitted.
Merry Anderson, Secretary



Agenda Item Report

Meeting Type: Committee of the Whole

Meeting Date: October 29, 2024

Item Title: Discussion regarding Department of Transportation (DOT) grant for Tower Drive street project

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

The City has received a DOT grant (STP-Urban Pavement Replacement) for Tower Drive from Hamilton Street to Faith Drive. The current schedule is planning and design in 2025 with construction in 2026. Earlier this year, city staff reviewed design service proposals and made a recommendation to the DOT. The DNR has been in negotiation with this firm to award a contract for design services.

The current design contract cost is coming in at 155,644 which is over the estimated cost of \$87,000. The City of Columbus would be responsible for \$86,044 instead of \$17,400.

It is my recommendation that we move forward with the current effort and once under contract request additional funding support from the DOT, however, there is no guarantee of additional available funds. The benefit of repaving this street, estimated at \$700,000 allows the city to move forward with other street repair projects with a majority of this project grant funded.

The additional funding needed can be resolved in shifting capital projects (i.e. Fiber Network buildout), future borrowing, and/or use of contingency.

List all Supporting Documentation Attached:

n/a

Action Requested of Council:

Direct staff to inform the DOT that we are comfortable with the additional needed funds for the design contract.



Agenda Item Report

Meeting Type: Committee of the Whole

Meeting Date: October 29, 2024

Item Title: Consideration and discussion of recent request for services (electrical, internment, lawn service, hvac, plumbing, tree services, cleaning)

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

DPW has sent out request for proposals related to services provided to the City for 2025 and 2026. I've included a summary of the results received. Unfortunately, we have only received one proposal for a number of these services.

List all Supporting Documentation Attached:

Summary of proposals

Action Requested of Council:

Award of services for 2025 and 2026.

2024 AGENDA ITEM

Committee of the Whole Meeting date: October 29, 2024

Council Meeting date: November 19, 2024

ITEM: Alcohol License July 1, 2024 – 6/30/2025

SUBMITTED BY: Susan Caine, Clerk

DETAILED DESCRIPTION OF SUBJECT MATTER: The following new business is requesting an Alcohol License in the City of Columbus. Inspection will take place before final Council decision.

Consider Class “B” Beer and “Class B” Liquor License for Licensing period of July 1, 2024 – June 30, 2025, effective upon Council Approval.

- Hachi Hachi Sushi & Hibachi located at 141 E. James Street, Columbus, WI

Owner, Hui Yang will be contacting Chief Hazeltine for an inspection of the facility. Applicant has completed a successful background check and paid all fees currently due.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED: None

ACTION REQUESTED OF COUNCIL: Consider alcohol license application.