



COMMUNITY LIFE, INFRASTRUCTURE AND PUBLIC PROPERTY (CLIPP) COMMITTEE MEETING AGENDA

October 02, 2023 at 6:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

3. APPROVAL OF MINUTES

- [C.](#) Approval of the September 6, 2023 CLIPP Committee Meeting Minutes

4. REPORTS AND DISCUSSIONS

- [D.](#) Police Chief Report
- [E.](#) Fire Chief Report
- [F.](#) Public Works Director Report
- [G.](#) Community Development Director Report
- [H.](#) Complaint Log

5. OLD BUSINESS

- [I.](#) Discuss and Consider: Citizen Concerns for Kowalski Road Traffic

6. NEW BUSINESS

- [J.](#) Discuss and Consider: Designation of Emergency Access Alternate
- [K.](#) Discuss and Consider: Athletic Field Rental Procedures and Usage Revision/Elimination of Policy PW-012
- [L.](#) Discuss and Consider: 2024 Community Events

7. NEXT MEETING: November 6, 2023

8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

9. ADJOURNMENT

NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made at least 24 hours in advance to the Village Clerk's office at (715) 693-4200 during business hours.

Posted: 09/28/2023 Kronenwetter Municipal Center and www.kronenwetter.org
Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald



REVISED - COMMUNITY LIFE, INFRASTRUCTURE AND PUBLIC PROPERTY (CLIPP) COMMITTEE MEETING MINUTES

September 06, 2023 at 6:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

1. CALL MEETING TO ORDER

Committee Chairperson Chris Eiden called the meeting to order at 6 p.m.

A. Pledge of Allegiance

Those in attendance recited the Pledge of Allegiance.

B. Roll Call

PRESENT – Trustee Chris Eiden, Trustee Kelly Coyle, Pat Kilsdonk, Trenton Karch, Ryan Leff

STAFF PRESENT – Community Development Director Peter Wegner, Police Chief Terry McHugh, Fire Chief Theresa O'Brien and Clerk Jennifer Poyer

GUESTS – Gary Goytowski, Lavonne Goytowski

2. PUBLIC COMMENT

No public comment.

3. APPROVAL OF MINUTES

C. Approval of the August 7, 2023 CLIPP Committee Meeting Minutes

Motion by Kilsdonk/Coyle to approve the August 7, 2023 CLIPP Committee Meeting Minutes as presented. Motion carried by voice vote. 5:0.

4. REPORTS AND DISCUSSIONS

D. Police Chief Report

E. Fire Chief Report

F. Community Development Director Report

G. Finance Report

H. Complaint Log

5. NEW BUSINESS

I. Replacement or Repair of Fire Department Car 2 (2006 Chevy 2500)

NO ACTION TAKEN.

J. Discuss and Consider: Purchase of Fire Extinguisher Training System and Creation of Training Program for Local Businesses and Residents

Motion by Coyle/Kilsdonk to forward this item for the Purchase of Fire Extinguisher Training System and the Creation of Training Program for Local Businesses and Residents to the Village Board for approval. Motion carried by voice vote. 5:0.

K. Discuss and Consider: Social Media Policy

NO ACTION TAKEN.

L. Discuss and Consider: Chapter 218 Building Code Clarification and Revision

UNAPPROVED CLIPP MEETING MINUTES

SEPTEMBER 6, 2023

Motion by Karch/Coyle to forward Chapter 218 Code Clarification and Revision with recommended changes to #7 to the Village Board. Motion passes by voice vote. 5:0.

6. OLD BUSINESS

M. Continued Discussion on Citizen Concerns for Kowalski Road Traffic

NO ACTION TAKEN.

N. Discuss and Consider: Guide to Naming Public Parks & Facilities

Motion by Coyle/Seconded by Discussion to forward the Guide to Naming Public Parks & Facilities to the Village Board for consideration of approval. Motion carried by voice vote. 5:0.

O. Discuss and Consider: Updated Park Procedures and Usage for Park Shelter Rentals

Motion by Karch/Coyle to move the proposed third page to the first page, strike out Monday – Friday on line A and then send the revised Park Procedures and Usage for Park Shelter Rentals to the Village Board for approval. Motion carried by voice vote. 5:0.

P. Discuss and Consider: Updated Procedures and Usage for Community Room Rentals

Motion by Coyle/Leff to approve the Community Room Rental Agreement with the following changes: Page 1 is moved to Page 3, Agree is changed to Agreement, the start time is indicated on item A. and item O. will be changed to read "The building must be vacated by 12:30 a.m." Motion carried by voice vote. 5:0.

Q. Discuss and Consider: Roof Repairs

NO ACTION TAKEN.

7. NEXT MEETING: October 2, 2023.

8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Building code permitting conflicts.

9. ADJOURNMENT

Motion by Coyle/Karch to adjourn the September 6, 2023 CLIPP Committee Meeting. Motion carried by voice vote. 5:0.

Meeting adjourned at 8:12 p.m.



KRONENWETTER POLICE DEPARTMENT

Office of the Chief of Police

Executive Summary for Oct. 2023 CLIPP Meeting



Section 4, Item D.

TO: CLIPP COMMITTEE MEMBERS

1. **DEPARTMENT ACTIVITY SUMMARY** -- In August, we handled 711 total calls for service. Some highlights included the following:
 - An OWI arrest for first offense with a preliminary breath test of .12. The driver refused the blood draw and officers needed to obtain a search warrant to draw it.
 - Two traffic stops that resulted in drug arrests:
 - One stop resulted in the driver’s arrest for possession of drug paraphernalia, methamphetamine, bail jumping, and a probation hold. A K-9 alerted on the vehicle after it was stopped for speeding.
 - A second traffic stop that resulted in the driver being cited for possession of marijuana.
 - A subject was arrested for physical abuse to a child and strangulation after officers were called for a family disturbance.
 - A mental health emergency detention that tied up the night shift officer for four hours.
 - The theft of five catalytic converters from the same business. The case is still under investigation.
 - An arrest of a subject for possession of stolen property after officers found a boat stolen out of Lincoln County at his property. Officers impounded the boat, and the victim came and picked it up.
 - A pair of fraud/ID theft investigations.
 - A referral for charges on an out of county subject for felony bail jumping after he violated a condition of his bond in reference to a stalking investigation we originally handled.
 - An investigation regarding online extortion of a juvenile.
 - A disorderly conduct citation was issued to a subject who made threats to a local business. The subject was also given a “no trespass/return” order.
 - An agency assist to Mosinee for a subject who was arrested for disorderly conduct and being armed while intoxicated.
 - An arrest of a subject for second degree sexual assault of a child and exposing a child to harmful materials. Even though an arrest was made, this case is still being worked on.
 - Two incidents of vandalism with subjects egging houses.

DEPARTMENT PERSONNEL ISSUES & STATUS – I’m happy to say that we filled our crossing guard positions and a big thank you to Jennifer for helping promote the hiring of that position. Our morning crossing guard is Nicole Vermote and the afternoon crossing guard is Kathy Imlach. Pete Preu was our morning crossing guard last year, but he couldn’t commit to a full time slot, so he is our relief person. I was present for the first day of school to help the new crossing guards out and I think we have two excellent employees in these positions.

Sgt Shope completed a 32-hour course on active shooter, which was sponsored by the Federal Law Enforcement Training Center (FLETC). This free training took place at a school in Wausau and students participated in many scenarios, both as a solo responding officer and as a team. Sgt Shope will bring the tactics learned from this course back to KPD. Officers Dunst and Xiong are attending peer support training in early September, and they hope to get some initial plans rolled out for our new peer support program.

Sgt Seehafer is attending Leadership in Police Organizations, a three-week supervisory course in which students attend one week per month for three months. Part of our succession plan is to provide our new sergeants with both the training and experience to prepare them to assume the Lieutenant and Chief’s position in the future. Here’s a little information about the course from the WI Dept. of Justice website [Leadership in Police Organizations \(wccalumni.org\)](http://wccalumni.org): *LPO is our most requested career development*



KRONENWETTER POLICE DEPARTMENT

Office of the Chief of Police

Executive Summary for Oct. 2023 CLIPP Meeting



Section 4, Item D.

course; participants have called the program career-changing. LPO uses a behavioral science approach to leading people, groups and organizations. The course is based on material developed for the U.S. Military Academy at West Point. Focused on cultivating leaders at all levels of the organization, LPO training is highly interactive. Small group case studies, videos and class exercises are used to reinforce learning.

With both new officers out on solo patrol, our staffing is allowing for more community work. For example, officers have been teaming up to get out of the car more often and conduct foot patrol, particularly through the areas where we're experiencing issues. With school back in session, they also getting into Northland Lutheran School and visiting the DC Everest School Forest classrooms on Pyke Rd. This is great to see!

Lastly, I wanted to share this e-mail I received from Marathon County Social Services Director Christa Jensen. There was a photo attached to this as well, which showed Officer Guyer playing "Battleship" with the juvenile. I redacted the juvenile's name and added both feminine and masculine pronouns to the e-mail to protect the juvenile's identity. I thought it was great work by Officer Guyer, who wanted to reinforce that not all police contacts have to be negative!

Subject: FW: [External] Happy Monday

Chief McHugh,

Thank you to your Department and this Officer for your demonstration of service to our community! These positive interactions are so important and have such a lasting impact. We are grateful to have amazing partners in our communities!

Christa Jensen

Director - Marathon County Social Services

From: Paige Kubichek <Paige.Kubichek@co.marathon.wi.us>

Sent: Monday, August 28, 2023 9:56 AM

Subject: Happy Monday

Good morning team,

Just wanted to share a positive story from the weekend. I have a client who has frequent police visits due to ----- . His/her mom sent me this photo over the weekend. An officer from the Kronenwetter PD stopped by the house Friday night just to play games with ----- and have a positive visit with him/her, as opposed to the visits he/she typically has from law enforcement. -----'s mom couldn't say enough positive things about this officer and the Kronenwetter PD. 😊

CURRENT GRANTS AND EQUIPMENT – The Village Board approved the purchase of two police vehicles for 2024. We are down two squad cars right now, with one being fixed due to a car/deer crash (\$6000 plus damage) and a second crash that will likely result in the squad car being a total loss. This is the 2017 Ford SUV, which is the vehicle we were going to sell in the auction once we got a 2024 vehicle. At the time of this report, we have filed a claim on the crash and are waiting to see how the insurance company wants to proceed.

Aug 2023 Calls for Service Info

Events by Nature Code by Agency

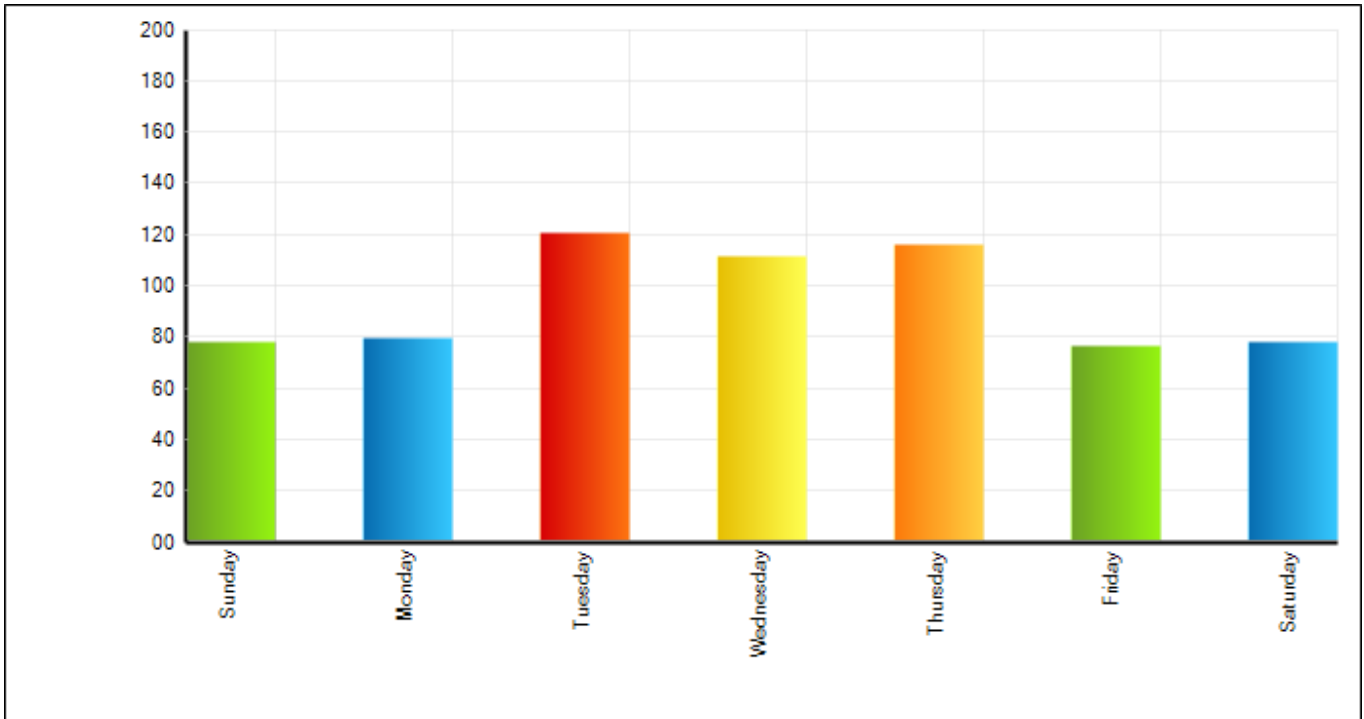
KP	911 HANG UP	6
	ALARMS	3
	ANIMAL COMPLAINT	10
	BUSINESS SECURITY CHECK	41
	CIVIL COMPLAINT	7
	CONTROLLED BURN	1
	CRIMINAL MISCELLANEOUS	22
	CRIMINAL THEFT	1
	DISABLED VEHICLE	14
	EXTRA PATROL	67
	FAMILY DISTURBANCE	2
	FIELD INTERVIEW	3
	FIGHT	1
	FINGERPRINTING	9
	FIREWORKS COMPLAINT	1
	FOLLOW-UP INVESTIGATION	43
	FRAUD COMPLAINT	1
	GAS SKIP	1
	JUVENILE DISTURBANCE	2
	LOST AND FOUND	9
	MENTAL SUBJECT	4
	OPEN DOOR	1
	OVERNIGHT PARKING	1
	PARKING MISCELLANEOUS	1
	PWR LINE DOWN NOT ON RD	1
	SCHOOL WALK THROUGH	4
	SERVICE MISCELLANEOUS	108
	SEXUAL ASSAULT	1
	SUSPICIOUS ACTIVITY	17
	TRAFFIC HAZARD	8
	TRAFFIC MISCELLANEOUS	7
	TRAFFIC STOP	191
	VEHICLE LOCKOUT	1
	WELFARE CHECK	10
	TRAFFIC CRASH - INJURY	1
	TRAFFIC CRASH PDO	4
	FIRE ALARM	3
	UTILITY FIRE CALL	2
	DEAD ANIMAL	3
	CIVIL COMPLAINT	2
COMMUNITY RELATIONS ACT	4	
NUISANCE PROPERTY	1	
TELEPHONE MESSAGE	12	
VACANT HOME CHECK	2	
VEHICLE ATL	6	
MEDICAL EMERGENCY	23	

Aug 2023 Calls for Service Info

Summons/Citations Charge Summary
Agency: KRONENWETTER PD, Date Range: 08/01/2023 00:00:00 -

Charges	Count
EXCEEDING SPEED ZONES, ETC. (1-10 MPH)	7
EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	14
EXCEEDING SPEED ZONES/POSTED LIMITS	5
ILLEGAL CROSSING OF DIVIDED HIGHWAY	1
NON-REGISTRATION OF AUTO, ETC	2
NON-REGISTRATION OF VEHICLE	1
OPERATE MOTOR VEHICLE W/O INSURANCE	4
OPERATE MOTOR VEHICLE W/O PROOF OF	3
OPERATE MOTORCYCLE W/O VALID	1
OPERATING A MOTOR VEHICLE W/O	1
OPERATING MOTOR VEHICLE W/O PROOF OF	1
OPERATING WHILE SUSPENDED	2
OPERATION W/O REQUIRED LAMPS	1
POSSESS DRUG PARAPHERNALIA	2
POSSESSION OF THC	2
SPEEDING IN 55 MPH ZONE (11-15 MPH)	1
SPEEDING ON CITY HIGHWAY (25-29 MPH)	1
UNSAFE BACKING OF VEHICLE	1
Total:	50

Calls by Day of the Week



KRONENWETTER FIRE DEPARTMENT
SEPTEMBER 2023

Training:

The fire department had 1 meetings in September –
9/21/2023 – Vehicle Extrication
EMS meetings: 2 EMS meetings in August –
9/14 – Inventory
9/28 – Long Boarding/UTV

Fire Calls:

The fire department was dispatched to 2 structure fires, 3 vehicle accident, 6 Fire/CO Alarms and 1 gas spill in the Village of Kronenwetter, in addition the department was dispatched to 1 vehicle accident for SAFER and 2 structures fires for Riverside. For a total of 15 calls for September. We have had 97 calls for fire service this year to date.

EMS Calls and Updates:

36 EMS calls in September for a total of 307 year to date.

Vehicle/Equipment Updates:

Tires replaced on Tanker Truck, Tierods, Shocks and tires replaced on Car2

Staffing:

Currently have 27 members on the department – 3 additional hires will be starting in the next couple weeks they are currently in the physical process of the hiring. No new applicants at this time. 2 of our newest hires are currently taking Fire class through NTC and will be completed in December.

Past and Upcoming training and events:

Members of the fire department attended ICS300 offered through FEMA – this is a state requirement to hold officers positions. Fire dept also assisted the Kronenwetter Lions during their annual Fall Fest.

We purchased and received the ITS Fire Extinguisher Training System – we will be working over the next couple of months to create a training program to offer local businesses and will be creating quarterly community events to offer this training along with others trainings.

KRONENWETTER FIRE DEPARTMENT					
SEPTEMBER 2023					
	Village	Guenther	Mutual Aid	Monthly Total	Year To Date
Vehicle Accidents	3		1	4	16
Chimney Fire				0	0
Grass/Brush Fire				0	2
Structure Fire	2		2	4	22
Weather				0	4
CO/Gas/Alarms	6			6	32
Car Fire				0	6
Other	1			1	6
Cancelled calls				0	9
Total Calls	12	0	3	15	97
Mutual Aid Received	0				4
Mutual Aid Given/Dispatched	3				31
First Responder Calls	36	N/A	N/A	36	307
				Monthly	Year To Date
Engine 1				5	39
Truck 1				1	10
Engine 2				0	15
Tanker 2				1	11
Rescue 6				0	25
Brush 1				0	6
Car 2				2	9
UTV				0	2



September 25, 2023

TO: Community Life, Infrastructure and Public Property Committee
FROM: Leonard Ludi, Director of Public Works & Utilities
SUBJECT: Activity Report – September

Last week's activity is below.

First Day of Work - Comprehensive Planning Reports Review September 18, 2023

- 2019 Comprehensive Plan
- 2019 to 2023 Strategy Plan
- Land Use Map

Tour of the Village September 19, 2023:

- Well # 2 Treatment Plant Project,
- Well 1 & 2;
- Various Lift Stations,
- North Metering Station;
- Boundary Roadways, Several Interior Roadways and Yard waste site
- Visit areas with current issues

McDevco Networking Meeting September 20, 2023

- Economic Development, Gap Financing, Marathon County Updates, Local Road Improvement Plan, TID Funding, etc...
- Public Works Budget Review with VOK Finance Director

Reviewed Becher Hoppe's Water Project Manual & Construction Contract September 21, 2023

- Plans and Specification
- Deliverables (long lead and project oversight details...)

Reviewed Public Administration Associates LLC – Road/Bridge Inventory & Plan September 22, 2023

- 2021 Capital Improvement Program/Road Survey Report
- Inventory Report the States PACER WISLER database systems (WISLER – WI Information System for Local Roads) and (PACER – Pavement Surface Evaluation and Rating manual)
- Transportation Funding Options.
- Implementation of a long-range transportation plan recommendations

- 2014 -2016 Well Site Investigative Reports to include test boring site data
- 2023 Well Site Investigative Reports to include Water Quality & Hydrology
- Bedrock Depth and Water Quality – The Tower Park Site is preferred.

Project Overviews and Involvement

- Municipal Building Roofing Repair/Replacement Project
- Lift Station Roofing and Siding Projects (Dun-rite Scheduled Oct 2 & 3 weather permitting)
- Develop Facility Assessment Scope of Work with Roth Professional Solutions
- Completed review of September 1, 2023 TID #2 Lift Station Planning Document from Roth Professional Solutions

Miscellaneous:

- Hydrant testing completed – repairing Hydrant #5 & #6 stem & seats
- Cleared up Lift Station #3, pump 2 over amperage due impeller obstruction
- Lift Station #5 failure and pump replacement completed
- Develop a Facility Assessment scope of work with Rob Roth of Roth Professional Solutions
- Cleared up weekend alarms for SCADA data and lift station #8 electrical phasing alarm
- Completion of Roofing proposal bid packet anticipated Tuesday September 26, 2023
- Completion of three (3) Lift Station Roofing and Siding Projects Week of October 3
- Identify AutoCAD and Arc GIS software to open files in the G-drive.

Let me know if there are any questions.

Thanks,

Leonard Ludi
Public Works Director


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Kronenwetter, WI 54455
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Direct: 715-693-4200 ext. 112
Fax: 715-693-4202
www.kronenwetter.org

Community Development/Planning and Zoning Director Report

September 26, 2023

Peter S. Wegner, Community Development/Planning and Zoning Director

- 8/30/2023 Conference call with Brian, Ehlers regarding TIDs.
- 8/30/2023 Meeting with TADI regarding Kowalski Road Interchange Study.
- 8/30/2023 Meeting with Will regarding Complaints.
- 8/31/2023 Meeting with Duane and Lisa re: RDA/VB Joint meeting.
- 9/5/2023 Meeting with Mike Helmuth regarding proposed CSM (driveway separation).
- 9/5/2023 Meeting with Tom Birch American Asphalt and Robert Servais Milestone.
- 9/5/2023 Filtration Plant Ground Breaking Ceremony.
- 9/5/2023 Review TID 2 Amendments 1, 2 and 3.
- 9/5/2023 Lot reconfiguration Jamroz Lane.
- 9/5/2023 Closed Session Materials for Joint VB and RDA Meeting.
- 9/5/2023 Correspondence grass cutting parcel owned by Marathon County.
- 9/5/2023 Review requirements for Manganese testing.
- 9/5/2023 Review FEMA, Elevation Certificate and Instructions 2023 Edition.
- 9/5/2023 UC Meeting.
- 9/6/2023 Research Driveway Complaint Frosty Pines Lane.
- 9/6/2023 Research PFAS Testing DNR reimbursement.
- 9/6/2023 Joel Straub questions and information.
- 9/6/2023 Meeting with Jeff Klonowski, 2213 Meadow Drive.
- 9/6/2023 Research Stormwater Maintenance Agreement.
- 9/6/2023 Correspondence Associated Claims Municipal Building Roof.
- 9/6/2023 CLIPP Meeting.
- 9/7/2023 Badger State Consulting, LLC Contract for Commercial Electrical Inspection.
- 9/7/2023 Meeting with Jerome Baars regarding CSM and building permit.
- 9/7/2023 Correspondence with Randy Fifrick regarding TIDs.
- 9/7/2023 Research Chapter 419-6 Variance language.
- 9/7/2023 Correspondence with Tim Vreeland Wianekci Road CSM.
- 9/7/2023 Joint VB and RDA Meeting.
- 9/8/2023 Onsite with Brad TID 2 Roads.
- 9/8/2023 Correspondence with Nick Bancuk regarding Stormwater Plans.
- 9/8/2023 Compile questions for Ehlers regarding TIDs.
- 9/8/2023 Helke Rd and Stonebridge Rd new home build.
- 9/8/2023 Correspondence with Chris form CW Exteriors.
- 9/8/2023 Correspondence with Robert Roth regarding Sample Building Condition & Facilities Planning RFP.
- 9/8/2023 Martin Road Parcels possible development and easement access.
- 9/8/2023 Research concerns related to hydrant flushing on Seville Rd and New Castle Drive.
- 9/11/2023 Research Seville Rd drainage issues. Onsite with Brad and Mark.

- 9/11/2023 Research and Gather information for Dan Bieberitz, TADI.
- 9/11/2023 Correspondence with Paul Jaeger regarding drainage near his parcel.
- 9/11/2023 Compile list of additional information needed for Denyon Site Plan.
- 9/11/2023 Research complaint filed 8/28/2023 by Joel Straub regarding Kurt and Amy Cieslek property.
- 9/11/2023 Review and gather information for Joel Straub's 9/8/2023 Open Records Request.
- 9/11/2023 Correspondence with Rachel Stark, DNR Recycling Program.
- 9/11/2023 Review Village Insurance Policy Coverage (Roof Hail Claim).
- 9/11/2023 Compile list for Leonard Ludi.
- 9/11/2023 Gather examples of parcels with two driveway access points.
- 9/11/2023 VB Meeting.
- 9/12/2023 Onsite Seville Rd Hydrant Flushing.
- 9/12/2023 Correspondence with Dan Higginbotham regarding building plans Frosty Pines Lane.
- 9/12/2023 Review Hwy 153 Commercial Building permit history.
- 9/12/2023 Fourth email to DNR regarding proposed Floodplain Ordinance revisions.
- 9/12/2023 System Flushing questions Marbella Drive.
- 9/13/2023 Marathon County CSM Legal Description.
- 9/13/2023 Correspondence with Engineers Stormwater Plans.
- 9/13/2023 Morningside Drive Occupancy.
- 9/14/2023 Correspondence Paul Jaeger.
- 9/14/2023 Response to Faye Buchberger regarding concerns on West Nelson.
- 9/15/2023 Research Chapter 508 Water and Sewers.
- 9/15/2023 Information related to Hail Damage.
- 9/15/2023 Changes to Baar's CSM.
- 9/15/2023 Joe Straub Open Records Request.
- 9/15/2023 Email to Paul Jaeger regarding alleged drainage issues on Seville Rd.
- 9/16/2023 Gardner Rd and River Forest Rd tree removal.
- 9/18/2023 Sunny Court correspondence.
- 9/18/2023 Research "Road Access Permit Application's for a second driveway.
- 9/18/2023 Research and provide information to Dan Bieberitz, TADI
- 9/18/2023 Planning Commission Meeting.
- 9/19/2023 Village tour with Leonard, Brad and Mark.
- 9/19/2023 Joe Straub revised open records request.
- 9/19/2023 Correspondence with Kurt Cieslek regarding complaints.
- 9/19/2023 Correspondence TID 2 projects.
- 9/19/2023 Correspondence with Tom Radenz 1320 and 1500 Kowalski Road.
- 9/19/2023 Correspondence with Paul Jaeger regarding drainage issues on Seville Rd.
- 9/20/2023 Research Zoning and Compliance letter, 23123 County Road X.
- 9/20/2023 Correspondence TID 2 projects (LS8 and LS4).
- 9/20/2023 Recycling Grant Info.
- 9/20/2023 Correspondence with Jeff Klonowski regarding second driveway.
- 9/20/2023 NLHS Permit.
- 9/20/2023 Discussion with Leonard Ludi, Projects.
- 9/21/2023 2086 Bonney Oak Drive permit.

- 9/21/2023 Joe Straub Open Records Request.
- 9/21/2023 Correspondence with Joe Straub regarding Ordinance Language interpretation.
- 9/21/2023 Joe Straub revised open records request.
- 9/21/2023 Joe Straub second revised open records request.
- 9/21/2023 Correspondence Chapter 520-124 E Site Plan Review.
- 9/22/2023 Gather information for TADI.
- 9/22/2023 Joe Straub Open Records Request.
- 9/22/2023 Research available properties for potential nonprofit.
- 9/22/2023 TDS, Permit to Excavate, Fill or Place Objects in Public Right-Of-Way.
- 9/22/2023 Correspondence DSPS regarding State plan review.
- 9/22/2023 Research Shoreline Restoration project.
- 9/25/2023 Correspondence with Bill Scholfield regarding possible Development.
- 9/25/2023 Research parcel next to 1937 County Rd X.
- 9/25/2023 Correspondence with Mike Bieniek regarding Cell Tower.

VILLAGE OF KRONENWETTER
COMPLAINT LOG

Section 4, ItemH.

Violation #	Date Received	Property Address	Owner Name	Complainant name	Nature of the Complaint	Action Taken	Status	Date Resolved
23-0217-001	2/17/2023	2515 Windsong Circle	Roxanne Rucinski	anonymous	Couch on a trailer in the front yard.	Said they would take out for bulk pick up day, Took care of it	Closed	
23-0222-002	2/22/2023	2104 Meadow Drive Kronenwetter 54455	Gregory C Angeli & Evelyn D. Angel	Peter J. Valiska	Built building without permit	Said he would come in. letter sent out. The owner contacted me. I sent in building permit it, is being processed.	Open	
23-0328-003	3/28/2023	Paper place Road	Village of Kronenwetter	Dawn	Couch in the middle of road on day and a bird cage in the middle of road day before.	Given to Public works	Closed	
23-0322-004	3/22/2023		Chris Voll	Paul Jaeger	Chris Voll lied	Brought to CLIPP	Closed	
23-0329-005	3/29/2023	2053 Kimberly Road	Jerome Barwick	Jerome Barwick	Road needs to be fixed	Given to public works. Needs to go before board.	Open	
23-0330-006	3/30/2023	2420 Frost Pines	James & Debbie Buck	anonymous	Black top put in by his garage has not been done over 3 years messy yard with utv vehicles and bikes. Looks like eye sore Selling Atvs BIG WAGONS PARKED Trailers	Pictures sent. Letter needs to be sent	Open	
23-0412-007	4/12/2023	2135 Terrebonne drive 2132 Highland Drive	John Byers Jaynee Byers	Samantha Northup	Built fence around electrical Box and cut access off to box except from her yard.	Suggested they call WPS. Brad and Will went out 4-12-2023 and looked at it. The wire sticking out we think it TDS or Charter. We told them to call them and talk to one of those companies. She said she may get back to us with what they said.	Closed	
23-0417-008	4/17/2023	2364 MYSTIC MEADOW DRIVE	TONY S DASSAN SAHIL S DASSAN	anonymous	Has a for rent sign outside of the place and it is not multi family home. Can Rent in the area	Can rent in area	Closed	
23-0417-009	4/17/2023	1130 Maple Ridge Road	Mike & Karen Wirsbinkski	Mike & Karen Wirsbinkski	Excessive water runoff from the hill on Maple ridge road from spring road onto our property, causing driveway to constantly wash out and also weaken the support of our gates	Given to public works April 20,2023	Closed	
23-0426-010	4/26/2023	950 Okeefe	Patrick L and Lynette C McCarthy	Patrick L and Lynette C McCarthy	want to expand drive way	given to public works	Closed	
23-0425-011	4/25/2023	1881 County Rd XX, Mosinee, WI 54455	Aspirus	anonymous	Garabge on propety	Went out to property all resolved	Closed	
23-0427-012	4/27/2023	Seville road and Dewberry	Village of Kronenwetter	Patrick L and Lynette C McCarthy	Tree branches in pathway	Given to public works all resolved	Closed	
23-0517-013	5/17/2023	860 W Nelson Road	Joel Straub	Kurt Cieslek	dilapidated shed	valid Letter sent	Open	
23-0510-014	5/10/2023	Martin Road	Village of Kronwenwetter	Karla M	Martin road needs repair	Given to public works. Needs to go for village board	Open	
23-0530-015	5/30/2023	2363 New Castle	Nicholas Wokatsch	anonymous	Lawn has not been established for two years	letter sent out July 17, 2023 Talked with owner on vaction till mid August they plan on bring in top soil. I have to get back to them after vaction. Said he was put in top soil 8/21/2023	Open	

**VILLAGE OF KRONENWETTER
COMPLAINT LOG**

Section 4, Item H.

Violation #	Date Received	Property Address	Owner Name	Complainant name	Nature of the Complaint	Action Taken	Status	Date Resolved
23-0519-016	5/19/2023	2417 Frosty Pines Lane	Chris Stroik	anonymous	Establishment of an Indoor Commercial Entertainment Use in SF	Letter sent out July 2023. Talked with owner about what his options are. There is currently no business there at the moment but the land owner wants to know what he could qualify for. Maybe wants an ordinance change. Talked August 2, 2023 No business now. The owner is going to wait out for future options.	Closed	
23-0523-017	5/23/2023	999 Happy Hollow Road	Dean Prohaska		Possible cutting/removing of Oak trees	called owner to schedule onsite	Open	
23-0519-018	5/19/2023	2309 Wood Road	Randall Yach	anonymous	Building/remodeling without permits	Obtained photos need to contact owner. Need to send out letter	Open	
23-0511-019	5/11/2023	2123 Green Bud Road	Chad Dennis	anonymous	Weekly rental	Contact owner, still investigatating	Open	
23-0518-020	5/18/2023	2374 wood	kristopher Klatt	anonymous	Semi trailer parked in one of two access	Went out to property saw double driveway gave to public works letter sent to owner about semi trailer said they will move it to ar Zone Need to check	Open	
23-0518-021	5/18/2023	2302 Wood	Denis Klatt	anonymous	Lawn need to be cut and car needs to be moved. Car was given to police	Went to property and took pictures	Open	
23-0606-022	6/6/2023	2197 Russell	WPS	Michelle Carr	Someone is dumping leaves and branches in area.	went to property and talked with managers notified the police	Closed	
23-0522-023	5/22/2023	2449 Pico Road	RILEY LOEBBAKA	Neighbor	2 cars parked in yard that are not registered or operable. sticks and rubbish in yard	given to police. Letter needs to be sent.	Open	
23-0629-024	6/29/2023	2126 Island View Lane	Chad Frank	anonymous	They are using a temporary fence as a permanent boundry defining fence.	went out 6/29/2023 and talked with owners. They had fence up blocking trees and it was said to protect trees they were asked to put color bands every 4 feet to follow code.	Closed	
23-0630-025	6/30/2023	2142 conestoga	Tom Buettner	Lori A. Crook & Dylan Buettner	Lawn over 9 inches long	must check 7/21/2023 Went to property August 2, 2023 and saw back lawn not mowed. Staff needs to send citation or go cut it. Letter needs to be sent.	Open	
23-0706-026	7/6/2023	872 & 866 W. nelson road	Brian Wonsil/jeff Walker and Kurt Cieslek	Joel Straub	Culvert complaint	Not Valid	Closed	
23-0715-027	7/15/2023	Village of kronenwetter Staff Member Peter Wegner	Peter Wegner	Joel Straub	Complaint Mr Wegner did not respond to his complaint in a timely manner	pending	Open	
23-0716-028	7/16/2023	Village of kronenwetter Staff Member Randy Fifrick & Richard Downey	Randy Fifrick & Richard Downey	Joel Straub	Complaint that a roadway access variance was put in against state stat.	None needed	Closed	
23-0718-029	7/18/2023	2272 Falcon Crest court	DANA J WEYER & LORI A WEYER	Kyle C. Wojcechowski	Broken down car junk in yard	Took pictures need to investigate	Open	
23-0802-030	8/2/2023	2025 Amber Drive	Robert Dudley	Andrew Feldmann	Junk in yard Broken down car in yard	Took pictures letter needs to be sent	Open	
23-0828-031	8/28/2023	866 W. Nelson Road	Kurt and amy Cieslek	Joel Straub	Not hooked up to sewer and water.	Called Mark Mackey and he explained there was no laterial for the address to hook up too.	Closed	
23-0717-032	7/17/2023	2047 James street	Jason Baars	Anonymous	yard not cut, Trailer parked in yard for two years	went out 8/28/2023 took pictures	Open	

VILLAGE OF KRONENWETTER
COMPLAINT LOG

Section 4, ItemH.

Violation #	Date Received	Property Address	Owner Name	Complainant name	Nature of the Complaint	Action Taken	Status	Date Resolved
22-0411-004	4/11/2022	1324 Old Highway 51	KTC TRUCKING	anonymous	Storage of Semi-trailer, RV Trailer and personal Items in Semi-trailers	Licensee and operating trailers Not parked on hard surface June 10, 2022 One Letter was given to what is now old owners. 8-31-2022 Old owners said they would get back to me about who owns it now. The trailers where always someone else's but That person bought the property. Person contacted me but I have not been able to get a hold of them again. Left a message with new owners 10-11-2022. 10-12-2022 Talked with new owner Kraig James and he said I planned on cleaning the area up bring in gravel and building in spring. That the trailers would be moved in that Time period. Started a raze for new construction July 10, 2023	Open	
22-0210-001	2/10/2022	918 Gabes road	Harriett and Raymond white	anonymous	Junk on property, pile of dirt, renter may be there abandoned vehicle, mattress and carpet laying in yard	Went out 4-22-2022 talked told needed to be cleaned up. Revisit 05-23-2022 Letter sent out 05-20-2022. letter came back. Revisited property with letter 7-22-2022 revisit All Resolved 8-31-2022 Opened Complaint came in 10/31/2022 about broken down cars and hoop Building. Officer Dan Dunst and planning technician William Gau went to the resident and told them of violation. Told them they had two weeks to clean it up from when letter is written. Letter sent out October 31, 2022. They recieved the letter after the dead line and since there is snow on the ground we are asking to have the hoop building removed at the end of May 2023 One vehclie has moved and the other is being moved at the end of the week 11-29-2022 All vehicles moved.12/28/2022 hoop building reaching out at end of May 2023.	Open	
22-0613-018	6/13/2022	1234 Old Hwy 51	James & Kathleen Krzmarcik Four seasons	anonymous	Complaint of junk on site that can be seen form Maple Ridge overpass	went out 7-22-2022 and took pictures 10 fence should be built. Talked with the people 7/28/2022 and they plan on building a building in fall or spring. Check October 15, They started construction June 6, 2023	Open	



September 26, 2023

MEMORANDUM

TO: Community Life, Infrastructure, Public Property Committee
FROM: Kim Manley, Interim Administrator
SUBJECT: Kowalski Road Traffic

Continue discussion on the concern that two citizens had with the 6-8 semi-trucks per day and number of dump trucks. The Committee has directed that this subject be brought back for discussion.

- Contacted Wisconsin Dept. of Transportation on the authority of a local municipality to restrict traffic – namely heavy weight or semi-truck/trailer vehicles.
- State representative from the Wisconsin Dept. of Transportation Oversize and Overweight Division stated for restrictions by weight that the Village should adopt an ordinance with the specific location, length, weight restriction, type of vehicle, etc. Post and publication strongly recommended.
- State representative also stated while the local municipality has control over its roads it cannot arbitrarily restrict traffic without an ordinance in place.
- To enforce the ordinance for overweight vehicles, namely semi-truck/trailers, the Village has to be able to weigh the vehicle before a ticket can be issued.
- Kowalski Road in the Village's Comprehensive Master Plan is identified as a principal arterial route for the Village – principal arterial route means a road meant to carry larger amounts of traffic. The Plan's per day trip estimates show the daily trip projected to increase.
- Originally in talking with the state representative he stated that a truck route is normally for a route to designate where trucks are authorized to travel. It would not be used to restrict traffic on a particular road. An email was sent to confirm that and a reply requested by the day of the meeting.

ACTION ITEM: Any future action, if desired, to be determined by Committee.



Report to Community Life, Infrastructure and Public Property Committee

Agenda Item: Discuss and Consider Alternate Emergency Access
Meeting Date: October 2, 2023
Referring Body: N/A
Committee Contact: Christopher Eiden, Committee Chair
Staff Contact: Interim Administrator/Fire Chief
Report Prepared by: Kim Manley, Interim Administrator

AGENDA ITEM: Discuss and Consider Alternate Emergency Access

OBJECTIVE(S): To create a route for emergency vehicles to access properties along Highway 51 corridor that may be blocked by train traffic.

Contacting the power plant, it was discovered that the plant has put in a 4-mile loop around the plant so the train traffic relative to the plant does not have to sit on the rail outside of the plant. The 4-mile loop will easily take up the entire length of the trains that the plant receives. The speed limit in the plant area is 10 mph so that does mean the trail will slow as it enters the plant. It also means that at the speed leaving the plant will be the same mph until is outside the plant will the train reach its intended mph rate. (see photo)

The entire length of the area being discussed is roughly 1.02 miles. This area consists of a multi-use path that the Village installed in or around 2015. It is paved with gravel shoulders, paved 10' wide and of a depth that it can be maintained/plowed, etc. by the Village with Village vehicles. The path runs between the developed areas of the Village from Cedar Road to West Flanner, however, with the wooden bridge on the south end this area (West Flanner) is being excluded from this discussion. The area being considered is from Cedar Road to West Nelson Road. The Village has a 66 ft. easement through this entire area as well.

Staff met on sight to look at the area and it was determined that the fire truck (8' 3" width chassis requirement) and an ambulance (9' width requirement) could travel this path, access in/out points at both ends (West Nelson and Cedar Road). The ladder truck would be the only fire truck that would not be able to travel this due to its length and turning radius.

In discussion with the Public Works Department there is one sign post that would need to be moved to the other side of the trail and they would have to, if this is approved, plow the area off of West Nelson Road in the winter. The anticipated extra time to plow is 1.5 hours per plow. Looking at the loaded wages for plowing that would equate to an estimate ranging from \$68 to \$75 per hour extra per plow depending on the operator.

While this is not a "perfect" fix to the problem at hand the hope is it will provide emergency vehicles the ability to access these areas if for some reason any of the roadways in this area are blocked for whatever reason.

HISTORY/BACKGROUND: The concern over developed areas being blocked for emergency access.

PROPOSAL: Authorize the Village's Fire, EMS and Police Departments the ability to use this as an access to the developed areas along Old Highway 51 that could be blocked in by train activity

Section 6, Item J.

RECOMMENDED ACTION: To be recommended to Village Board.

FINANCIAL

Financial Consideration/Action: If the Committee recommends this move forward to Village Board. The cost of signage, moving the sign post and any snow plowing in 2023 would come from the public works/public safety budgets.

FUNDING SOURCE:

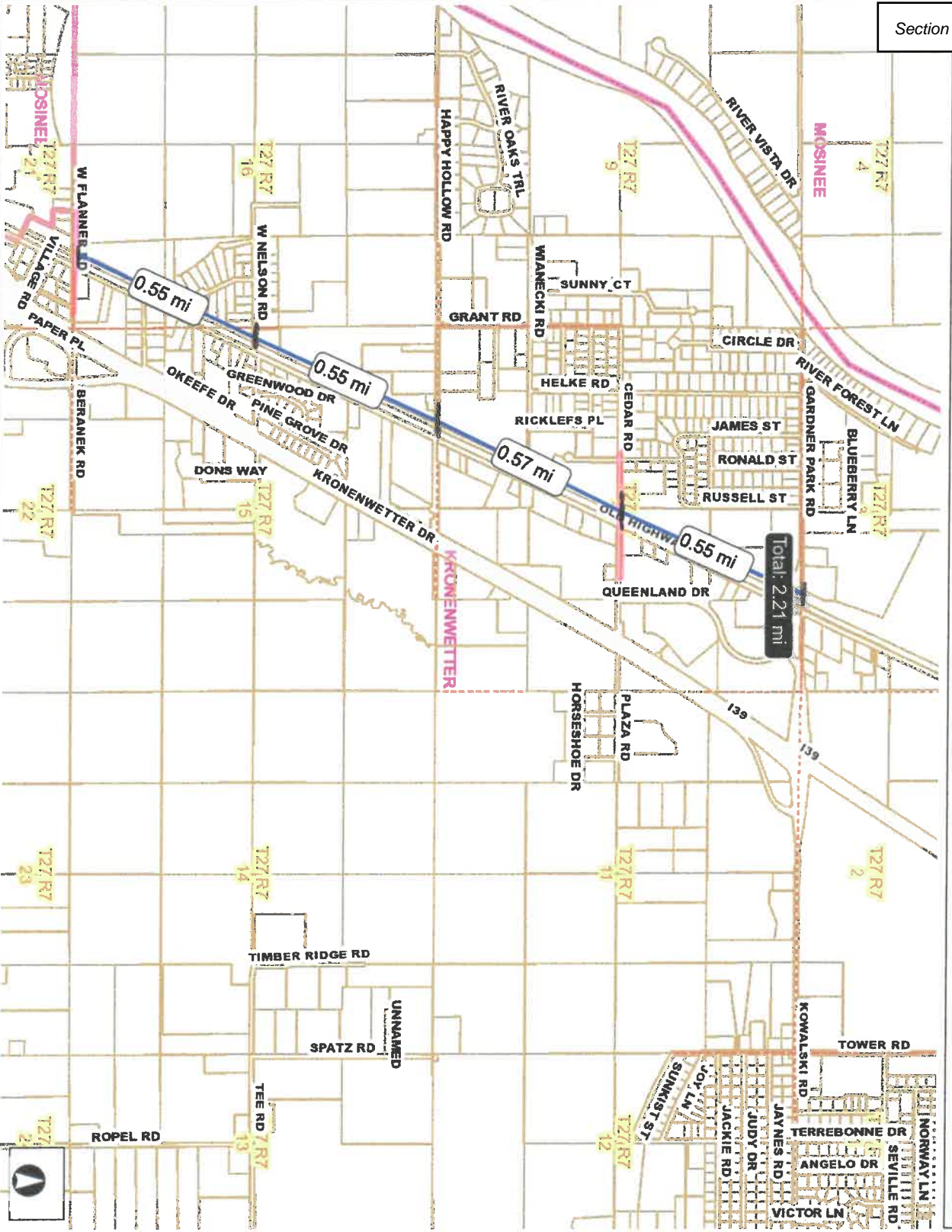
Account Number/Title: See attached.
Current Adopted Budget: \$
Spent to Date: \$
Remaining Budget: \$
Requested Amount: See attached.
Remainder of Budgeted Amount, if approved:

ATTACHMENTS:

Map of Trail Area
Photo of Power Plant
Estimated Costs
Financial Statements for Accounts Affected



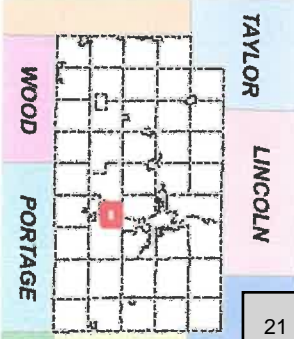
Land Information Mapping System



1,065.510 1,065.51 Feet

NAD_1983_HARN_WISCRS_Marathon_County_Feet

DISCLAIMER: The information and depictions herein are for informational purposes and Marathon County-City of Wausau specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Marathon County-City of Wausau will not be responsible for any damages which result from third party use of the information and depictions herein or for use which ignores this warning. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



- Legend**
- Road Names
 - Parcels
 - Parcel Lot Lines
 - Section Lines/Numbers
 - Right Of Ways
 - Named Places
 - Municipalities

Starts & Ends

Notes



TRAIN LOOP

Estimated Costs – Alternate Emergency Access

Move Public Sign & Post: \$132.00

Account: Road Signs #100-53000-311-358
2023 Adopted Budget: \$4,245.00
2023 Spent to Date: - 203.40
Remainder: \$4,041.60
Estimated Cost: - 132.00
Remainder After Cost: \$3,909.60

Snow Plowing – Estimated (4 plows before 12/31/23)

Labor: \$68 to \$75 – loaded wages \$408.00 to \$450.00

Account: Wages; PW #100-53000-311-110
2023 Adopted Budget: \$310,578.80
2023 Spent to Date: - 226,426.71
Remainder: \$ 84,152.09
Estimated Cost: - 450.00
Remainder After Cost: \$ 83,702.09

VILLAGE OF KRONENWETTER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
100-53000-300-000	ENGINEERING COSTS	.00	.00	50,000.00	50,000.00 .0
100-53000-301-000	STORMWATER PERMIT REQUIREMENTS	.00	.00	1,200.00	1,200.00 .0
100-53000-302-110	SALARIES & WAGES - PW DIRECTOR	65.75	18,525.22	32,390.00	13,864.78 57.2
100-53000-302-111	FICA TAX - PW DIRECTOR	.00	1,338.30	2,477.00	1,138.70 54.0
100-53000-302-131	EAP FRINGE - PW DIRECTOR	6.75	20.25	27.00	6.75 75.0
100-53000-302-152	RETIREMENT (WRS) - PW DIRECTOR	.00	893.33	2,202.00	1,308.67 40.6
100-53000-302-154	HEALTH INSURANCE - PW DIRECTOR	.00	11,827.02	10,765.86	(1,061.16) 109.9
100-53000-302-322	PHONE EXPENSE - PW DIRECTOR	.00	80.00	480.00	400.00 16.7
100-53000-302-330	MILEAGE - PUBLIC WORKS	.00	96.28	1,500.00	1,403.72 6.4
100-53000-302-340	SCHOOLING, TRAINING	.00	1,102.82	1,500.00	397.18 73.5
100-53000-311-110	SALARIES & WAGES - PW	12,239.10	226,426.71	310,578.80	84,152.09 72.9
100-53000-311-130	PW EMPLOYEES PHYSICALS	.00	227.75	300.00	72.25 75.9
100-53000-311-137	PW CREW EAP FRINGE	33.75	101.25	135.00	33.75 75.0
100-53000-311-151	FICA - PW	905.42	16,069.13	23,761.00	7,691.87 67.6
100-53000-311-152	RETIREMENT - PW	832.25	14,215.07	21,005.00	6,789.93 67.7
100-53000-311-154	HEALTH INSURANCE - PW	3,632.40	70,500.86	83,109.00	12,608.14 84.8
100-53000-311-340	WORKSHOPS & TRAINING	.00	.00	500.00	500.00 .0
100-53000-311-342	SALT/BRINE	109,791.41	165,013.20	175,000.00	9,986.80 94.3
100-53000-311-344	PATCHING MATERIAL-ASPHALT	.00	45,297.53	30,000.00	(15,297.53) 151.0
100-53000-311-345	SEAL COATING	213,800.12	238,405.30	235,000.00	(3,405.30) 101.5
100-53000-311-346	CRACKFILLING	.00	44,998.80	45,000.00	1.20 100.0
100-53000-311-347	PAVEMENT MARKING	12,505.85	12,505.85	20,000.00	7,494.15 62.5
100-53000-311-348	GRAVEL & ROAD BASE	760.10	(4,889.43)	25,000.00	29,889.43 (19.6)
100-53000-311-349	CAPITAL - ROAD IMPROVEMENTS	.00	8,280.63	90,000.00	81,719.37 9.2
100-53000-311-357	CULVERTS	1,129.76	7,235.17	15,000.00	7,764.83 48.2
100-53000-311-358	ROAD SIGNS	.00	203.40	4,245.00	4,041.60 4.8
100-53000-311-359	BRIDGE INSPECTIONS	.00	.00	3,000.00	3,000.00 .0
100-53000-311-360	STORM WATER	.00	2,500.00	2,500.00	.00 100.0
100-53000-311-380	EQUIPMENT; REPAIRS/MAINTENANCE	9,712.75	51,779.42	54,000.00	2,220.58 95.9
100-53000-311-381	TRAFFIC SIGNAL MAINT. & REPAIR	.00	4,780.24	6,500.00	1,719.76 73.5
100-53000-311-384	PWKS; FUEL & OIL CHANGES	229.93	46,948.53	54,414.00	7,465.47 86.3
100-53000-311-814	EQUIPMENT RENTAL FEES	.00	61,369.65	47,000.00	(14,369.65) 130.6
100-53000-311-815	PW NON-RECURRING OPER EXPENSE	.00	25.00	.00	(25.00) .0
100-53000-312-326	GARAGE UTILITIES	.00	10,243.21	11,500.00	1,256.79 89.1
100-53000-312-329	UNIFORMS & SAFETY EQUIPMENT	312.04	3,270.81	4,500.00	1,229.19 72.7
100-53000-312-354	OFFICE SUPPLIES	.00	96.76	265.00	168.24 36.5
100-53000-312-355	WINTER MAINT-PLOW BLADES ETC	.00	7,718.03	8,000.00	281.97 96.5
100-53000-312-356	WINTER DAMAGE-PRIVATE PROPERTY	.00	45.00	150.00	105.00 30.0
100-53000-314-320	GARAGE SUPPLIES & EXPENSES	786.98	16,018.88	12,000.00	(4,018.88) 133.5
100-53000-314-422	WEATHER SIRENS	.00	.00	1,000.00	1,000.00 .0
100-53000-315-420	STREET LIGHTING	3,541.26	35,877.01	50,000.00	14,122.99 71.8
100-53000-620-315	RECYCLING EXPENSES	10,081.68	85,922.12	134,089.00	48,166.88 64.1
100-53000-620-317	YARD WASTE SITE EXP	.00	2,500.00	.00	(2,500.00) .0
100-53000-620-320	SOLID WASTE COLLECTION EXPENSE	19,477.92	214,602.22	366,512.00	151,909.78 58.6
100-53000-938-000	PUBLIC WORKS INSURANCE	.00	22,415.14	40,000.00	17,584.86 56.0
TOTAL PUBLIC WORKS		399,845.22	1,444,586.46	1,976,605.66	532,019.20 73.1



REPORT TO CLIPP

ITEM NAME:	Athletic Field Rental Procedures and Usage Revision/Elimination of Policy PW-012
MEETING DATE:	October 1, 2023
PRESENTING COMMITTEE:	CLIPP Committee
COMMITTEE CONTACT:	Chris Eiden
STAFF CONTACT:	Jennifer Poyer
PREPARED BY:	Jennifer Poyer

ITEM: In January 2023, the CLIPP Committee and Village Board approved a motion to charge a fee for the Village’s athletic field rentals and tournament usage. Previously the Village allowed residents to reserve the athletic fields for free per Policy PW-012 (see attached). Those wanting to reserve the fields had to submit their desired days to the CLIPP Committee by the last Wednesday in January. The CLIPP Committee then decided which group was able to reserve what field and when. No fee was charged.

Now that the athletic field reservations are fee based per the CLIPP Committee’s action in January 2023, Policy PW-012 should be eliminated and the fields should be reserved on a first come, first served basis.

The attached revisions of the procedure and usage agreements are based on the previous revisions made to the Park Shelter and Community Room Agreements; and the first come, first served strategy.


OBJECTIVES: Make appropriate revisions to the Athletic Field and Tournament Agreements.

ISSUE BACKGROUND/PREVIOUS ACTIONS: Policy PW – 012 and the action of the CLIPP Committee in January 2023 to charge a fee for field rentals.

RECOMMENDED ACTION: Eliminate Policy PW-012 and adopt the revisions of the Athletic Field and Tournament Rental Agreements

ATTACHMENTS (describe briefly):

- Policy PW-012
- Revised Village of Kronenwetter Athletic Field Rental Agreement
- Revised Village of Kronenwetter Tournament Rental Agreement

POLICY ID: PW-012		TITLE: Athletic Field Reservation Policy	
<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION	APPROVED BY VILLAGE BOARD:		DATE:
EFFECTIVE DATE: Immediate			2/9/2021
APPLIES TO:	<input checked="" type="checkbox"/> FLSA EXEMPT	<input checked="" type="checkbox"/> FLSA NON-EXEMPT	
	<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES	<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES	
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

Purpose – The Village of Kronenwetter is interested in providing public places for citizens to utilize for organized athletic play. The Village welcomes both residents and non-residents to use the athletic fields, as usage of the Village’s athletic fields is a display of the quality of life within the Village and brings people into the Village that can enjoy our local businesses. The Village also acknowledges that the athletic fields of the Village are a limited shared resource. Hence this policy is hereby adopted to make allowances for multiple organizations to utilize the limited resources of the Village.

Procedure –

Starting in 2022, reservations on any athletic field for that year, shall be submitted to the Village by the last Wednesday in January. Submitted reservations will be sent to the Community Lift Infrastructure and Public Property Committee (CLIPP) at their February meeting. The CLIPP will designate which group gets which fields and for which dates and make that recommendation to the Village Board. The Village Board at their first regular meeting in February will approve the reservation calendar for all of the reservations that have been submitted to the Village as of the last Wednesday in January.

Any reservations received by the Village after the first Village Board meeting in January for dates of the same year, will be on a first come first serve basis.

For 2021, reservations for athletic fields will be accepted until the February 24th 2021. These reservations will be submitted to the CLIPP at their March meeting. The CLIPP will designate which group gets which fields and for which dates and make that recommendation to the Village Board. The Village Board at their first regular meeting in March will approve the reservation calendar for all of the reservations that have been submitted to the Village as of February 24th. Any reservations for any fields received after February 24th will be taken on a first come first serve basis, as long as they do not conflict with fields designated by the CLIPP and the Village Board.

TOURNAMENT RENTAL PROCEDURES AND USAGE

- A. Hours - Athletic field and park hours are from 7 a.m. to 10 p.m.
- B. Before making a reservation, please check availability either on the calendar on the Village website (www.kronenwetter.org) under Athletic Field Reservations or by calling the Municipal Center at 715-693-4200. Making a reservation via mail or online in no way guarantees availability as it is on a first come, first served basis. Reservations will be accepted up to one (1) year in advance of the event date.
- C. Before a reservation for the Village's Municipal Center Fields can be booked, a Tournament Rental Agreement must be completed and returned with the security deposit and payment.
- D. The applicant is responsible for field maintenance (raking, etc.) for every tournament game. Two field rakes will be supplied.
- E. No Village staff will be of assistance during the tournament.
- F. The security deposit is refundable after the tournament day(s) listed on the agreement have been completed and the area has been inspected for damage or additional clean up. Refunds may take up to two (2) weeks to receive after the completion of the tournament. The space is expected to be left in the same condition as the renter found it. Failure to clean adequately will result in forfeiture of the security deposit. If clean up or damage exceeds the security deposit a separate billing will be sent to cover additional costs for needed repairs or cleanup.
- G. The adult signing the tournament form is a duly authorized representative for any and all damages, missing items and clean up.
- H. Advertising is prohibited in Village athletic fields or surrounding parks. No additions, alterations or changes to park grounds and structure of buildings are permitted without prior written permission from the appropriate committee.
- I. Sales of any kind are not permitted in the Village of Kronenwetter parks, unless authorized by the Public Works Director. When authorized, such sales (defined as the exchange of cash on the grounds) may be subject to commercial use fees and policies.
- J. Reservations will be accepted up to one (1) year in advance of event date.
- L. Consumption or possession of alcohol is prohibited on park property.
- M. No overnight camping.
- N. No pets are allowed in the Village parks and athletic fields.
- O. Receptacles are provided for trash/waste disposal. Please use them!
- P. No parking is allowed in the Kronenwetter Fire Department parking lot.

RESCHEDULE/CANCELLATION POLICY

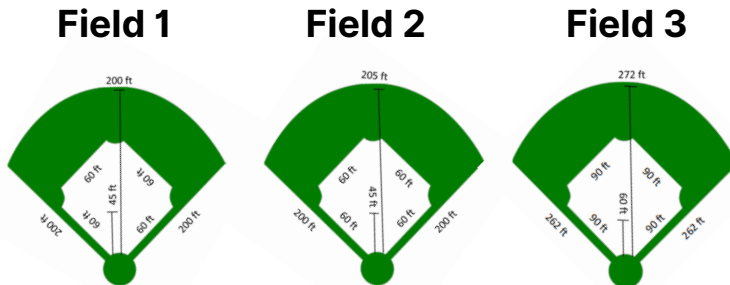
Security deposits are fully refundable in the event of a cancellation. The rental fee is fully refundable if cancellation is made at least five (5) days before the reservation date. If a change is not made at least five (5) days before the reservation date, the rental fee will be refunded.

Outdoor activities are subject to inclement weather. Therefore, the Village of Kronenwetter cannot take responsibility for the weather. Rescheduling may take place under certain circumstances. If snow is present or a rainout occurs, it is the applicant's responsibility to contact the Village of Kronenwetter within one (1) week of the reserved date to either reschedule or request a refund. If contact is not made within one (1) week of the reserved date, fees and/or the possibility of reschedule will be forfeited.

If you need Village assistance during your reservation date, please contact Marathon County Dispatch at 1-715-261-1200 and ask for a Kronenwetter Police Officer.

MUNICIPAL CENTER FIELDS

Located south of the Municipal Center building on Kronenwetter Drive. Amenities include three ball fields and a playground. Ball fields are equipped with dug-outs and score boards. A portable restroom is available, however, there is no running water. Parking is also available onsite. Parking is not allowed on grassy areas within the park, Kronenwetter Drive or at the Fire Department.



Fee	Security Deposit
\$200 Two or three day weekend tournament	\$50

Reservation Terms and Conditions:

The applicant is responsible for clean-up of athletic fields before closing time. Any additional maintenance or clean-up required beyond considered normal will be billed to the applicant. I agree to accept full responsibility for the terms and conditions of this application, and state that it is accurate and complete. I also agree to indemnify and hold harmless the Village of Kronenwetter, their employees, elected and appointed officials from any liability from claims of bodily injury, property damage and of any other nature arising from the use of the Village property by applicant, the organization or its members, invitees and guests. I have received a copy of the PROCEDURES AND USAGE attached to this form. I agree to abide by all rules and regulations as established by the Committee for use of buildings and facilities.

TOURNAMENT CONTACT NAME: _____

PHONE NUMBER: _____ **EMAIL ADDRESS:** _____

ORGANIZATION (IF APPLICABLE) _____

DATE(S) OF EVENT: _____ **TIME PERIOD OF EVENT:** _____

APPLICANT SIGNATURE: _____ **DATE:** _____

VILLAGE STAFF SIGNATURE: _____ **DATE:** _____

-- Office Use Only --

Rental Fee Paid: Amount \$ _____ Check # _____ Cash CC/DC _____
 Security Deposit Paid: Amount \$ _____ Check # _____ Cash CC/DC _____
 Security Deposit Refunded: Amount \$ _____ Check # _____ Refund Date _____
 Additional Charges \$ _____
 Key # _____ Check Out Date _____ Key Return Date _____

Copy to Police Department

(VB APPROVED XX/XX/23)

ATHLETIC FIELD RENTAL PROCEDURES AND USAGE

- A. Hours - Athletic field and park hours are from 7 a.m. to 10 p.m.
- B. Before making a reservation, please check availability either on the calendar on the Village website (www.kronenwetter.org) under Athletic Field Reservations or by calling the Municipal Center at 715-693-4200. Making a reservation via mail or online in no way guarantees availability as it is on a first come, first served basis. Reservations will be accepted up to one (1) year in advance of the event date.
- C. Before a reservation for the Village's athletic fields can be booked, an Athletic Field Rental Agreement must be completed and returned with the security deposit and payment.
- D. The security deposit can be applied to multiple reservation days.
- E. If you are reserving multiple days, the Village will provide a key to the utility closet where the field rakes are stored. **After using the field, you are required to rake it.** The key must be returned when you have completed the rental day(s) listed on your agreement. The key can be returned to the Municipal Center offices or in the drop box that is located at the front entrance. Renters who do not return the key will forfeit their entire security deposit.
- F. The security deposit is refundable after the rental day(s) listed on the agreement have been completed and the area has been inspected for damage or additional clean up. Refunds may take up to two (2) weeks to receive after the completion of the reservation(s). The space is expected to be left in the same condition as the renter found it. Failure to clean adequately will result in forfeiture of the security deposit. If clean up or damage exceeds the security deposit a separate billing will be sent to cover additional costs for needed repairs or cleanup.
- G. The adult signing the reservation form is a duly authorized representative for any and all damages, missing items and clean up.
- H. Advertising is prohibited in Village athletic fields or surrounding parks. No additions, alterations or changes to park grounds and structure of buildings are permitted without prior written permission from the appropriate committee.
- I. Sales of any kind are not permitted in the Village of Kronenwetter parks, unless authorized by the Public Works Director. When authorized, such sales (defined as the exchange of cash on the grounds) may be subject to commercial use fees and policies.
- J. Reservations will be accepted up to one (1) year in advance of event date.
- K. The rental agreement should identify all requested times, dates and fields for requested use.
- L. Consumption or possession of alcohol is prohibited on park property.
- M. No overnight camping.
- N. No pets are allowed in the Village parks and athletic fields.
- O. Receptacles are provided for trash/waste disposal. Please use them!

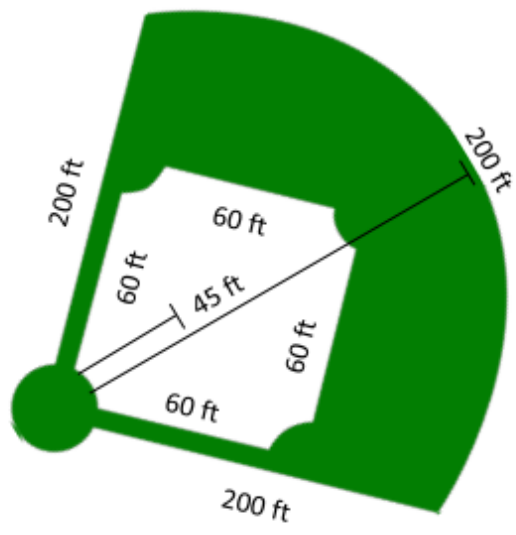
RESCHEDULE/CANCELLATION POLICY

Security deposits are fully refundable in the event of a cancellation. The rental fee is fully refundable if cancellation is made at least five (5) days before the reservation date. If a change is not made at least five (5) days before the reservation date, the rental fee will be refunded.

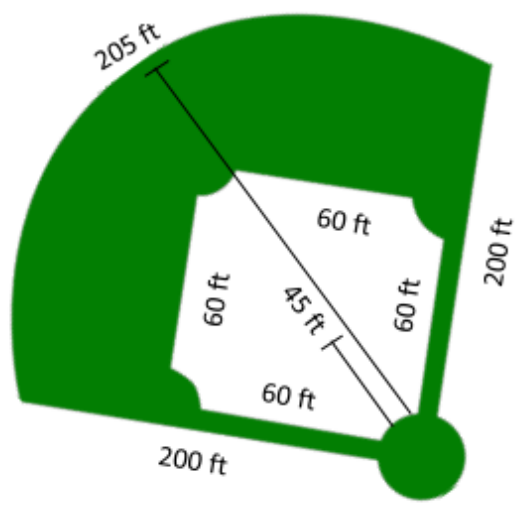
Outdoor activities are subject to inclement weather. Therefore, the Village of Kronenwetter cannot take responsibility for the weather. Rescheduling may take place under certain circumstances. If snow is present or a rainout occurs, it is the applicant's responsibility to contact the Village of Kronenwetter within one (1) week of the reserved date to either reschedule or request a refund. If contact is not made within one (1) week of the reserved date, fees and/or the possibility of reschedule will be forfeited.

If you need Village assistance during your reservation date, please contact Marathon County Dispatch at 1-715-261-1200 and ask for a Kronenwetter Police Officer.

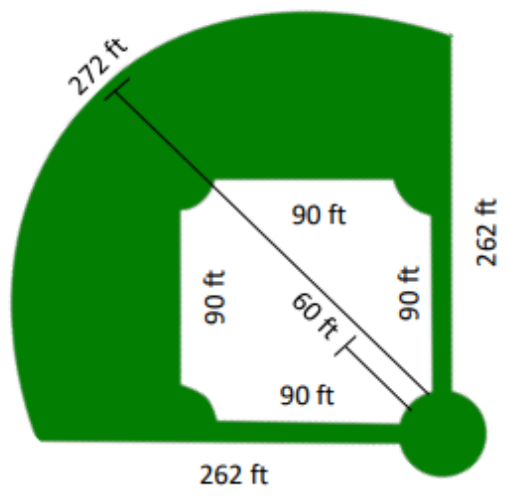
Municipal Center Field #1



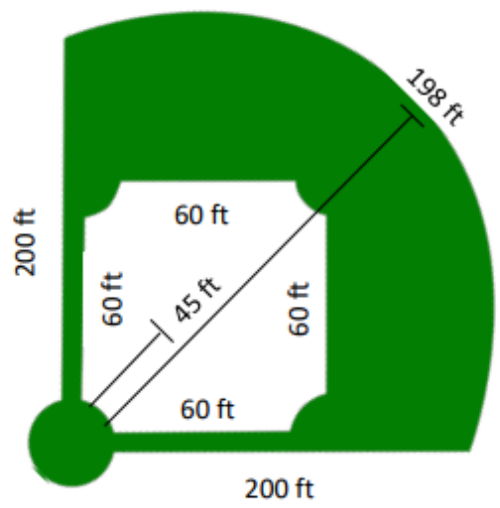
Municipal Center Field #2



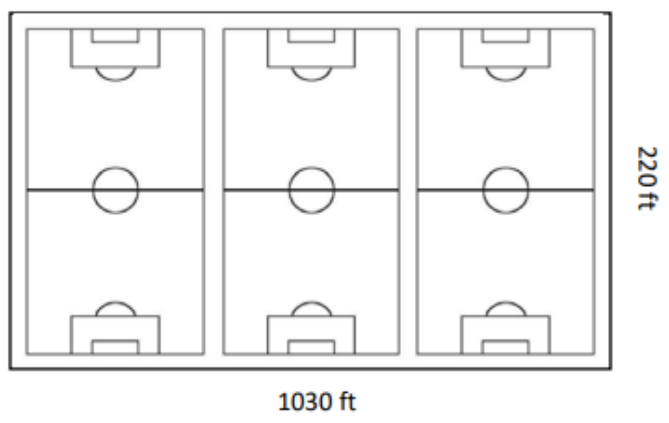
Municipal Center Field #3



Buska Park



Tower Field



RENTAL FEES

Fee	Security Deposit (APPLIES TO ALL RESERVATIONS)
\$20 per day	\$50

PLEASE NOTE:

- If paying by check, check is cashed.
- Deposit will be forfeited *completely* if key is not returned (if provided).
- PRICES ARE SUBJECT TO CHANGE.
- RESERVATION FOR SHELTER AREA ONLY. IT DOES NOT INCLUDE PUBLIC PLAY AREAS.

APPLICANT NAME: _____

DATE: _____ **PHONE:** _____

ADDRESS: _____

EMAIL ADDRESS: _____

ORGANIZATION (IF APPLICABLE): _____

Reservation Terms and Conditions:

The applicant is responsible for clean-up of athletic fields before closing time. Any additional maintenance or clean-up required beyond considered normal will be billed to the applicant. I agree to accept full responsibility for the terms and conditions of this application, and state that it is accurate and complete. I also agree to indemnify and hold harmless the Village of Kronenwetter, their employees, elected and appointed officials from any liability from claims of bodily injury, property damage and of any other nature arising from the use of the Village property by applicant, the organization or its members, invitees and guests. I have received a copy of the PROCEDURES AND USAGE attached to this form. I agree to abide by all rules and regulations as established by the Committee for use of buildings and facilities.

APPLICANT SIGNATURE: _____ **DATE:** _____

VILLAGE STAFF MEMBER SIGNATURE: _____ **DATE:** _____



Proposed 2024 Community Events

New events in green.

- Snowman Making Contest - January 1 - March 1
- Bulk Item Drop-off - TBD
- Bike and Walk for the Health of It - May 16
- Farmers Market - Sundays from June 9 - October 20
- Movie Under the Stars - option of adult movie night
 - Friday, June
 - Friday, July
 - Friday, August
 - **Friday, September**
- Community Garage Sale - Friday, June 21 - Sunday, June 23
- **Kronenwetter Garden Event - Peak garden time is mid-July**
- National Night Out - Tuesday, August 6
- Kronenwetter Lions Club Fall Festival *not a Village event - September 14, 2023
- Trick-or-treat hours - October 31, 4-7 p.m.
- Deck the Yard - register by Thursday, Dec. 12

BUILD BRAND AWARENESS IN KRONENWETTER

Section 6, Item L.

Sponsor a 2024 Village of Kronenwetter Event



Show the residents of Kronenwetter you support their hometown! In return they will support you! Add your business to one of our 2024 Community Events. Our community events attract residents from around the area and continue to grow each year.

Sponsorship means **free advertising** on our social media sites, website and printed marketing materials; developing **name recognition and awareness**; establishing **goodwill** within the community and among the residents; **converting residents into customers or supporters**; and of course, **building your brand**.

We offer many ways you can lend your support to our events:

- **Money donations** are always welcome. No increment is too small.
- **Showing up!** Many of our events offer space for you to run a booth advertising to the community what you do and demonstrating your support for the Village.
- **Resource donations** are incredible. Maybe you have something spectacular that will add to our events (bounce houses, art projects, prizes for giveaways, gift certificates, etc.). We welcome your ideas and items.

Please peruse our 2024 event lineup and let us know how YOU would like to show the residents of Kronenwetter that you support them AND their hometown.

We look forward to working with you.



Peter Wegner

Community Development Director
pwegner@kronenwetter.org
715-693-4200 ext. 113

William Gau

Planning Technician
wgau@kronenwetter.org
715-693-4200 ext. 107

Jennifer Poyer

Communications Specialist
jpoyer@kronenwetter.org
715-693-4200 ext. 104

KIDS SNOWMAN MAKING CONTEST

Section 6, Item L.

WHEN: January 1 - March 1, 2024

WHAT: Kids ages 0 - 18 submit photos of their snowman creations.

Judging occurs by residents with an online survey. There are winners in the following categories: Best Team Work, Biggest, Most Classic, Most Creative, and a Random Pick

HIGHLIGHTS: This popular contest gains great traction on our social media sites and local news outlets. Posts reach 1K+ and positive feedback is in abundance. Even adults submit their snowman photos.

PARTICIPANTS: 29 submissions (and growing)

SPONSORSHIP OPPORTUNITIES:

- **MAIN EVENT SPONSOR -PRIZES - \$150** - Gift cards or ice-cream coupons are usually given to each participant. We'd love to hear your prize ideas!
- **SURVEY SPONSOR - \$150** - Help purchase digital survey service used for determining winner.

SPONSOR EXPOSURE:

- Your business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, e-newsletters, press releases and post event video.

BIKE & WALK FOR THE HEALTH OF IT

WHEN: May 16, 2024

WHAT: Residents are invited to bike or walk a 1, 3, or 9-mile course. Everyone gets a free raffle ticket to win one of the donated baskets. All kids win a prize and maybe even one of the 3 or 4 donated bikes. Aspirus sponsors a free helmet fitting booth with 50 helmets to give away. Light snacks and water bottles are provided. Food vendors provide food for purchase.

HIGHLIGHTS: Great way to kick off the summer. Kronenwetter Police and Fire join the fun.

PARTICIPANTS: 150+ residents

SPONSORSHIP OPPORTUNITIES:

- **BIKES FOR RAFFLE-** \$500 to purchase 3-4 youth-sized bikes
- **BASKETS FOR RAFFLE** -Build or sponsor (\$75) a basket. Residents receive free raffle ticket.
- **SWAG SPONSOR** - \$200 Help purchase fun swag (WITH YOUR NAME ON IT) that will be handed out to those in attendance.

SPONSOR EXPOSURE:

- Your business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases and post event video.
- Booth space at the event to advertise your business or services.
- Physical signs at the venue identifying your business as the sponsor.



FARMERS MARKET

Section 6, Item L.

WHEN: EVERY Sunday from June 9 - October 20

WHAT: Residents can peruse the booths filled with fresh produce, baked goods and more while they listen to live music. Booths are free for residents or \$20 for the entire summer for non-residents. Electricity costs an additional \$30.

HIGHLIGHTS: Over 30 booths were registered in 2023. This event continues to get good feedback on social media and offline. This event attracts customers from all over central WI.

SPONSORSHIP OPPORTUNITIES:

- **MAIN MARKET SPONSOR** - \$1600
- **MUSIC AT THE MARKET** - \$200 - Sponsor a musician to perform one day at the market.

SPONSOR EXPOSURE:

- Business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases.
- Booth space at the event to advertise your business or services.
- Physical signs at the Farmers Market venue identifying your business as the sponsor.

MOVIES UNDER THE STARS

WHEN:

WHAT: Residents gather in one of the Kronenwetter parks to enjoy an outdoor movie. This event takes place four times over the summer. Food vendors are one site. Sponsors can help choose which movie is shown and host a booth.

HIGHLIGHTS: Popular summertime event that draws large crowds and multiple food vendors.

SPONSORSHIP OPPORTUNITIES:

- **MOVIE SPONSOR**- \$600 - Be the official movie HOST/SPONSOR, help choose the movie and/or run a booth at the event.
- **RAFFLE BASKET SPONSOR** - Build or sponsor (\$75) a basket. Residents receive a free raffle ticket. They choose which basket raffle to enter.
- **SWAG SPONSOR**- \$200 Help purchase fun swag (WITH YOUR NAME ON IT) that will be handed out to those in attendance.

SPONSOR EXPOSURE:

- Your business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases, pre-movie video and post event video.
- Booth space at the event to advertise your business or services
- Physical signs at the venue identifying your business as the sponsor

VILLAGE EVENT VIDEOS



COMMUNITY GARAGE SALE WEEKEND

Section 6, Item L.

WHEN: Friday, June 21 - Sunday, June 23

WHAT: Residents are invited to host or sale or spend the weekend visiting the sales. A map is printed with all the sale addresses. Sponsors will have their logos printed on the maps that are available online and at the Municipal Center.

HIGHLIGHTS: This event generates A LOT of online and offline engagement. It is a very popular event for the entire area.

SPONSORSHIP OPPORTUNITIES:

- **SPONSOR THE MAP** - \$100

SPONSOR EXPOSURE:

- Business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases.
- Your business logo on the map.

NEW

Spectacular Gardens Showcase

WHEN: July - August

WHAT: Residents are invited to nominate beautiful gardens within the Village. Once nominated a Village staffer will visit the garden site and capture photos. Photos will be displayed online using social media sites and the Village website. Residents will be invited to vote on their favorites. Winners will receive prizes.

SPONSORSHIP OPPORTUNITIES:

- **MAIN EVENT SPONSOR - PRIZES** - \$300
- **SURVEY SPONSOR** - \$150 Help purchase digital survey service used for determining winner.

SPONSOR EXPOSURE:

- Your business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases, survey marketing and event garden videos.

VILLAGE FACEBOOK PAGE



NATIONAL NIGHT OUT

Section 6, Item L.

WHEN: August 6, 2024

WHAT: Residents can check out vehicles and personnel from Kronenwetter Police Department; Kronenwetter Fire Department; Kronenwetter Parks Department; Marathon County Swat and Bomb Squad. Food vendors are on hand. Raffle baskets are donated and raffled.

HIGHLIGHTS: Kronenwetter is one of only two county municipalities that holds this event. Residents come from both Portage and Marathon Counties. This event is always well attended.

SPONSORSHIP OPPORTUNITIES:

- **MAIN EVENT SPONSOR** - \$300
- **RAFFLE BASKET SPONSOR** - Build or sponsor (\$75) a basket. Residents receive a free raffle ticket. They choose which basket raffle to enter.
- **SWAG SPONSOR**- \$200 Help purchase fun swag (WITH YOUR NAME ON IT) that will be handed out to those in attendance.

SPONSOR EXPOSURE:

- Your business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases and post event video.
- Booth space at the event to advertise your business or services.
- Physical signs at the venue identifying your business as the sponsor.

Deck the Yard

WHEN: December, Winners are announced in January

WHAT: Residents are invited to decorate their home or business with holiday decorations. A digital map of decorated homes is created provided online. Homes are judged by an online survey. Winners and participants receive prizes.

HIGHLIGHTS: This is a highly popular and contested event. Over 7 hundred people voted for their favorite decorated home in 2022.

SPONSORSHIP OPPORTUNITIES:

- **MAIN EVENT SPONSOR - PRIZES** - \$300
- **SURVEY SPONSOR** - \$150

SPONSOR EXPOSURE:

- Business name plastered on ALL social media posts, event pages, website event pages, printed posters, 2024 Village of Kronenwetter Event Card (printed), printed newsletters, emailed newsletters, press releases and post event video.



2024 VILLAGE OF KRONENWETTER COMMUNITY EVENTS

Section 6, Item L.

SPONSORSHIP OPPORTUNITIES

Sign up now to have your name on one of our popular community events!

Business Name: _____

Contact Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Please mark the event(s) you would like to sponsor:

Kids Snowman Making Contest

___\$150 Main Event Sponsor - PRIZES

___\$150 Survey Sponsor

Spectacular Gardens Showcase

___\$500 Main sponsor

___\$150 Survey sponsor

Bike and Walk for the Health of It

___\$500 Bikes for raffle

___\$75 to build a raffle basket

___Raffle basket

___Swag Sponsor

National Night Out

___\$300 Main sponsor

___\$75 to build a raffle basket

___Raffle basket

___\$200 Swag sponsor

Farmers Market

___\$1600 Main Market Sponsor

___\$200 Musician Sponsor

Deck the Yard

___\$300 Main Event Sponsor - PRIZES

___\$150 Survey sponsor

Community Garage Sale Weekend

___\$100 Sponsor the Map

Movies Under the Stars

___\$600 Movie Sponsor

___\$75 to build to raffle basket

___Raffle basket

___Swag sponsor

thank you

SUBMIT TO WILLIAM GAU AT

wgau@kronenwetter.org.



Peter Wegner

Community Development Director

pwegner@kronenwetter.org

715-693-4200 ext. 113

William Gau

Planning Technician

wgau@kronenwetter.org

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Jennifer Poyer

Communications Specialist

jpoyer@kronenwetter.org

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