



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

April 07, 2025 at 6:00 PM

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

All Agenda Items Listed Are for Discussion and Possible Action

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. March 3, 2025 CLIPP Committee Meeting Minutes

4. REPORTS AND DISCUSSIONS

- D. Police Chief Report
- E. Fire Chief Report
- F. Interim Finance Director Report
- G. Public Works Director Report
- H. Community Development Director Report
- I. Complaint Log

5. NEW BUSINESS

- J. Broadcasting Board, Committee and Commission Meetings
- K. Community Room Rentals to Non-profit Organizations

6. NEXT MEETING: May 5, 2025

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

8. 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: 04/04/2025 Kronenwetter Municipal Center and www.kronenwetter.org

Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages, The Wausonian



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

March 03, 2025 at 6:00 PM

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

1. CALL MEETING TO ORDER

Trustee Chris Eiden called the March 3, 2025 CLIPP Committee Meeting to order at 6 p.m.

A. Pledge of Allegiance

Those in attendance were invited to recite the Pledge of Allegiance.

B. Roll Call

PRESENT: *Trustee Chris Eiden, Trustee Aaron Myszka, Ryan Leff, Pat Kilsdonk*

ABSENT: *Trenton Karch - resignation*

STAFF: *Fire Chief Theresa O'Brien, Police Chief Terry McHugh, Community Development Director Peter Wegner, Clerk Jennifer Poyer*

2. PUBLIC COMMENT

Bernie Kramer- 2150 E. State Hwy. 153, Peplin, WI, 54455 – *Kramer spoke regarding the Village ambulance proposal. He said we need up-to-date numbers and there are errors in the proposal. He said an ambulance service in the Village would mean accepting lower standards for our service.*

3. APPROVAL OF MINUTES

C. February 3, 2025 CLIPP Committee Meeting Minutes

Motion by Kilsdonk/Myszka to approve the February 3, 2025 CLIPP Committee Meeting Minutes as presented. Motion carried by voice vote. 4:0.

4. REPORTS AND DISCUSSIONS

D. Police Chief Report

Police Chief Terry McHugh presented his report and spoke regarding the departments new body cameras.

E. Fire Chief Report

Fire Chief Theresa O'Brien presented her January report. She said there has been an increase in EMT calls.

F. Public Works Director Report

G. Community Development Director Report

Community Development Director Peter Wegner presented his report and commented on his solid fuel research.

5. NEW BUSINESS

H. Discussion and Possible Action: Ambulance Contract Revisions

Motion by Kilsdonk/Myszka to have representatives from the CLIPP Committee and fire chief meet with the Riverside fire chief regarding the contract revisions. Motion carried by voice vote. 4:0.

Discussed Fire Chief Theresa O'Brien's suggested contract revisions, including training, financial ramifications, reporting practices, complaints and HIPAA and PHI annual training.

6. NEW BUSINESS

I. Discussion and Possible Action: ATV/UTV Speed Limit

Minutes prepared by Jennifer Poyer. Approved on

Motion by Leff/Myszka to change ATV/UTV Speed Limit ordinance language from 30 to 35 mph to match county and other surrounding municipalities. Motion carried by voice vote. 4:0.
Discussed the speed limits of surrounding municipalities.

J. Discussion and Possible Action: To Allow Chickens in Single Family Residential Zoning Districts

Motion by Kilsdonk/Myszka to take no action to allow chickens in single family residential zoning districts. Motion carried by voice vote. 4:0.

Discussed background of the chicken issue, current ordinance language, number of chickens, required permit, minimum lot size, egg prices, cost of raising chickens, disadvantages of chickens, etc.

K. Discussion and Possible Action: Election Security .gov Email Domain Subgrant

Motion by Kilsdonk/Leff to apply for the Election Security .gov Email Domain Subgrant. Motion carried by voice vote. 4:0.

Discussed the need to change the website address.

L. Discussion and Possible Action: WI Evangelical Lutheran Synod Farmers Market Sponsorship

Motion by Myszka/Kilsdonk to take no action. Motion carried by voice vote. 4:0.

Discussed possible problems with this sponsorship.

7. NEXT MEETING: April 7, 2025

8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

9. ADJOURNMENT

Motion by Kilsdonk/Leff to adjourn the March 3, 2025 CLIPP Committee Meeting.

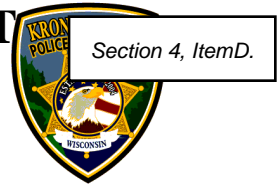
Meeting adjourned at 7:18 p.m.



KRONENWETTER POLICE DEPARTMENT

Office of the Chief of Police

Executive Summary for April 2025 CLIPP



TO: CLIPP COMMITTEE MEMBERS

DEPARTMENT ACTIVITY SUMMARY – In February, we handled 537 total calls for service. Some highlights included the following:

- Three arrests for domestic violence:
 - One person arrested for disorderly conduct, intimidation of a victim, and criminal damage to property.
 - One person was arrested for disorderly conduct and battery.
 - One person was arrested for disorderly conduct, criminal damage to property, and resisting arrest. This subject was intoxicated and physically resisted the officers' attempt to place him in custody and remained uncooperative all the way to the jail.
- Two OWI arrests, both as a result of the driver putting their vehicle in the ditch
 - One was a second offense OWI and this person also physically resisted the officers' attempt to place him under arrest. As a result, he was also charged with resisting an officer and received traffic citations for the crash.
 - Another subject was arrested for third offense OWI. He refused to cooperate with the blood draw and officers had to obtain a search warrant for his blood sample.
- A pair of fraud/identity theft complaints. One victim lost \$6,000, and that case is still under investigation.
- One mental health emergency detention (no transport out of county).
- Four traffic stops that resulted in two drivers being arrested for outstanding warrants and two other subjects being arrested or cited for drugs and bail jumping.
- A theft of \$800 that is still under investigation.
- One natural death investigation.
- A pair of agency assists that resulted in arrests:
 - One assist to Mosinee PD that resulted in officers engaging in a foot pursuit of the suspect, who was apprehended and arrested.
 - An assist to the Sheriff's Office, who was attempting to stop a wrong way driver on I-39 on the midnight shift. Officer Baron got into position with his spike strip and executed a perfect spike of the vehicle. This safely ended the situation, and the driver was taken into custody for OWI and drug possession. Wrong way drivers, particularly on the highway, pose an imminent threat of death or great bodily harm to other drivers on the road. This stop took place about a tenth of a mile south of where our double fatality wrong way crash ended up a few years ago. GREAT JOB by Officer Baron! He saved lives that night.

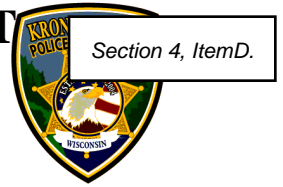
DEPARTMENT PERSONNEL ISSUES & STATUS – One of our significant case investigations from 2023 concluded recently, with the defendant taking a plea. This one was another multi-jurisdictional investigation, although in this case, we had most of the investigation since the majority of offenses occurred here. On our end alone, we had 15 reports written by four different officers, with Ofc Baron handling most of the work as the case agent. We obtained multiple search warrants for this case, including the defendant's apartment, multiple electronic devices, and for DNA buccal swabs from the defendant. The DNA obtained from the defendant proved valuable, as it turned out to be very incriminating.

In addition, our officers attended many CAC (Child Advocacy Center) forensic interviews with multiple child victims. They also spent countless hours working with evidence, some of which they sent to the WI Crime Lab for DNA testing. There's no doubt in my mind that the work they put into this put the defendant in an unwinnable situation if he had taken his chances in a trial.



KRONENWETTER POLICE DEPARTMENT

Office of the Chief of Police Executive Summary for April 2025 CLIPP



I think the e-mail from Assistant District Attorney Zibolski underscores the outstanding work our officers did in this case. Lt. Smart oversaw the investigation and Sgt Shope and Ofc Konopacki assisted Ofc Baron. It is an example of tremendous teamwork and demonstrates the competence and capability of our department. I am extremely proud of the great work on this one!

Good morning,

The plea went through today, he pled to 3 counts of Repeated Child Sexual Assault. Originally, we had offered the defendant two options for a sentence – a stipulation or an argued sentence, as outlined below. At the last minute, the Defendant changed his mind about the offer and accepted the stipulation.

The stipulated agreement is for 20 years in prison, 10 in and 10 on extended supervision.

He will be sentenced on February 26 at 2:00PM. All are welcome to attend.

Thank you so much for your investigations and continued support of the prosecution. This was a strong resolution to a case that showed excellent teamwork, consideration of victims, and sound evidence collection. It is for that reason this offender is willing to agree to a 20-year sentence rather than face us in trial. Excellent work!

This was also a complicated case and a good learning opportunity for us all. I will reach out next week to you and your agencies to do a case debrief, hopefully on one of the trial days we all already have available.

All of you keep our community safe, and we are safer with this offender in prison and registered as a sex offender. Thank you all.

Sincerely,

*Natalie Zibolski
(She/Her/Hers)
Assistant District Attorney
Marathon County*

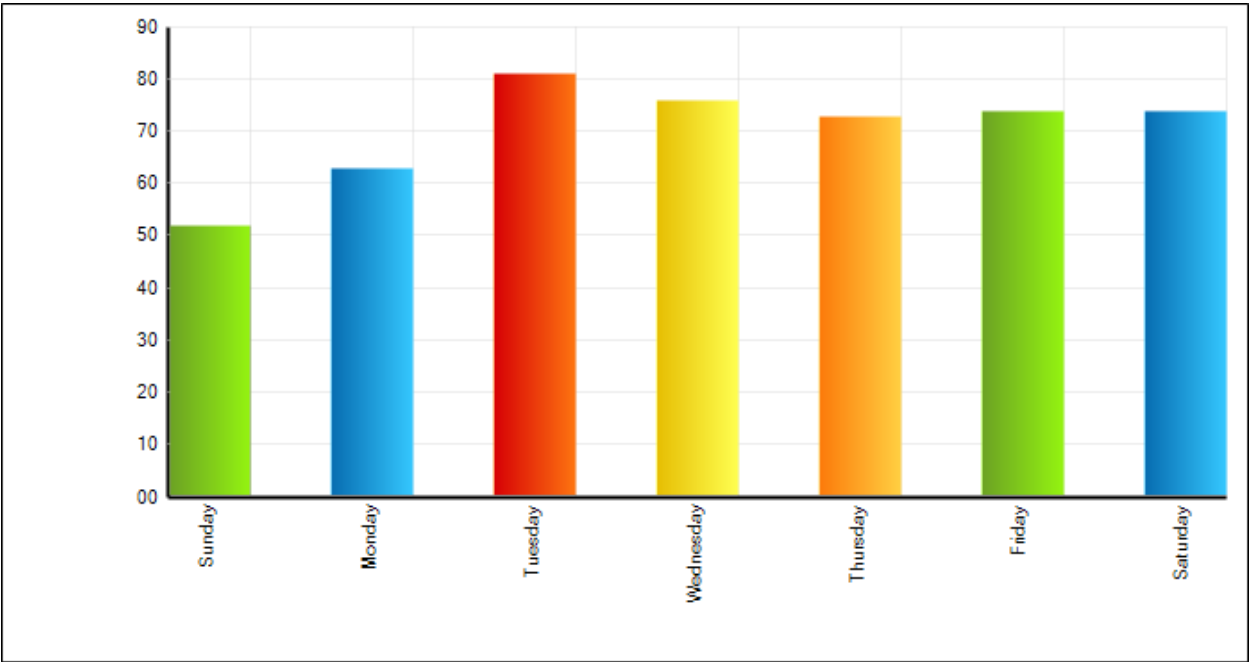
CURRENT GRANTS AND EQUIPMENT — Our new body worn cameras (BWC's) arrived, and we have them up and running! We certainly got our money's worth with the used BWC's and we're thankful to the Village Board for approving this purchase. The download time with the old BWC's could be long and they were showing their age, so the timing of the new equipment was good. Our new portable radio also recently arrived, and it will replace an aging portable radio. We need just one more of these newer model portable radios and then all our full-time officers will have the upgraded version.

February 2025 Calls for Service Info

Events by Nature Code by Agency		
KP		
	911 HANG UP	1
	ALARMS	4
	BUSINESS SECURITY CHECK	36
	CIVIL COMPLAINT	4
	CRIMINAL MISCELLANEOUS	23
	CROSSING GUARD DUTY	6
	DISABLED VEHICLE	14
	EXTRA PATROL	43
	FAMILY DISTURBANCE	3
	FIELD INTERVIEW	1
	FINGERPRINTING	23
	FOLLOW-UP INVESTIGATION	19
	INFORMATION	1
	LOST AND FOUND	5
	MENTAL SUBJECT	3
	NOISE COMPLAINT	3
	PARKING MISCELLANEOUS	2
	PROCESS SERVICE	2
	SCHOOL WALK THROUGH	12
	SERVICE MISCELLANEOUS	38
	SUSPICIOUS ACTIVITY	9
	TRAFFIC HAZARD	9
	TRAFFIC MISCELLANEOUS	7
	TRAFFIC STOP	126
	VEHICLE LOCKOUT	1
	WARRANT SERVICE	2
	WELFARE CHECK	8
	CAR/DEER VOLUNTARY	1
	TRAFFIC CRASH - INJURY	3
	TRAFFIC CRASH PDO	20
	CO ALARM	2
	FIRE ALARM	1
	UTILITY FIRE CALL	1
	DEAD ANIMAL	1
	COMMUNITY RELATIONS ACT	4
	TELEPHONE MESSAGE	8
	VACANT HOME CHECK	19
	VEHICLE ATL	6
	MEDICAL EMERGENCY	22

February 2025 Calls for Service Info

Calls by Day of the Week



Summons/Citations Charge Summary

Agency: KRONENWETTER PD, Date Range: 02/01/2025 00:00:00

Charges	Count
DRIVING TOO FAST FOR CONDITIONS	1
EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	4
EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	1
EXCEEDING SPEED ZONES/POSTED LIMITS	5
FAIL/STOP AT STOP SIGN	1
FAIL/YIELD RIGHT/WAY FROM STOP SIGN	1
FAILURE TO KEEP VEHICLE UNDER	1
IGNITION INTERLOCK DEVICE	2
KNOWINGLY OPERATE WITHOUT LICENSE	3
NON-REGISTRATION OF AUTO, ETC	1
NON-REGISTRATION OF VEHICLE	8
OPERATE AFTER REV/SUSP OF	1
OPERATE MOTOR VEHICLE W/O INSURANCE	1
OPERATE UNREGISTERED VEHICLE	2
OPERATING A MOTOR VEHICLE W/O	4
OPERATING MOTOR VEHICLE W/O PROOF OF	1
OPERATING WHILE REVOKED	2
OPERATING WHILE REVOKED (REV DUE TO	1
OPERATING WHILE SUSPENDED	9
OPERATING WHILE UNDER THE	1
POSSESS DRUG PARAPHERNALIA	1
POSSESSION OF MARIJUANA	1
SPEEDING IN 55 MPH ZONE	1
SPEEDING ON CITY HIGHWAY	1
SPEEDING ON FREEWAY	4
UNREASONABLE AND IMPRUDENT SPEED	2
Total:	60



REPORT TO VILLAGE BOARD

ITEM NAME: Finance/Treasurer Office Update – 2/10/2025 thru 3/21/2025
PREPARED BY: John Jacobs, Interim Finance Director
DATE PREPARED: 3/21/2025

Between 2/10/2025 and 3/21/2025, the following activities have been completed or are being worked on by our Finance Team:

- Tax collection season ended in February 2025. Closed 2024 tax roll with County Treasurer.
- Transferred Dec 2024-Feb 2025 Valley Community Credit Union tax collection deposits into our main Village tax checking account.
- Worked with Covantage Credit Union on inquiry capabilities to bank statements and activity reports for Village Finance staff.
- Worked with Incredible Bank on inquiry capabilities to all bank statements and activity reports for Village Finance staff.
- Began work on 12/31/2024 year-end audit workpapers for our financial auditors (CLA) when they return on April 21-25. All documents should be completed and uploaded to their portal by Friday, April 18th.

As of 3/21/2025, my duties have included the following activities:

- Reconciling all daily cash transaction activities for tax collection account and reconciling them to bank statements for Dec 2024 – Feb 2025. The total 2024 tax roll was \$14.3 million. Distributed tax collections to all individual Village funds, including the four tax incremental districts (TID's) for the months of Dec-Feb, and imputed interest income to those funds also for each month.
- Reconciled the 2024 tax roll journal entries across all funds for Dec 2024-Feb 2025, including all taxing jurisdictions (school districts, county, and technical college).
- Prepared the monthly/annual debt service payment schedule for all payments due in 2025.
- Began reconciling the Village's primary checking account bank statements for Oct 2024-Feb 2025, hopefully to be completed by March 28th, which had been handed off to me when I started on 1/29/2025.

My goals for the next 2 months will be the following:

- 4/21-4/25/2025: Financial Auditors will be in our office for the 2024 audit fieldwork.
- 4/28/2025 Village Board meeting: Jan & Feb 2025 financial statements distributed.
- 5/12/2025 Village Board meeting: Internal Dec 2024 financial statements distributed. (This will not be the "audited" financial statements at this time; rather, this will be our preliminary internal 12/31/2024 financial statements for all funds that I would prepare for the Village Board. The final audited financial statements would be released at a later date, once the auditors have completed them for us.)
- 5/27/2025 Village Board meeting: Mar & Apr 2025 financial statements distributed.

UPCOMING DEADLINES AHEAD:

- **4/01/2025** - Debt Service Payment due from Kronenwetter
- **5/01/2025** - Debt Service Payment due from Kronenwetter
- **5/01/2025** – Annual Public Service Commission (PSC) financial report due from Water Utility
- **5/15/2025** – Annual Municipal Financial Report due to WDOR

Sometime in June or July 2025, I would distribute a tentative 2026 budget timeline for all department heads and managers, committee members, and Village Board members. This would include a pre-determined set of budget workshop dates to allow for adequate time to review the 2026 operating and capital budgets, before the final adoption by the Village Board in November 2025. There will be more to discuss on this matter in the coming months, of course.



Report to CLIPP

Item Name: Director of Public Works and Utilities Report

Meeting Date: April 7, 2025

Referring Body:

Committee Contact:

Staff Contact: Greg Ulman

Report Prepared by: Greg Ulman

- Had our ribbon cutting ceremony on March 12th for the water treatment plant, it was a success with many people in attendance.
- Crews have been busy salting and plowing in early March.
- Crews have been continuing trimming right-of-way trees in the Village during non-snow periods.
- We are still seeing an uptick in rags flushed into the sanitary sewers and collecting into our pumps at the lift stations.
- We had the bid openings for the TID #2 projects, and they came back low enough in pricing that we are exploring options for Flanner and Jamroz Rd's, which an engineering survey is being done to explore costs to fix the roads.
- The MS4 has been completed and will be sent to the DNR after board approval.
- Weight limits are posted on Village roads for the spring season. They will be lifted based on weather conditions and soil moistures.
- We had our lift stations cleaned on March 13th by Aqualis.
- We are continuing to experience problems with lift station #3 pumps, they are a vacuum style pump and have been experiencing many clogging issues which leads to part failures.

Community Development/Planning and Zoning Director Report

April 7, 2025

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

- Complaints/Enforcement.
- Correspondence with American Asphalt regarding CUP Renewal.
- Review TID #1 Project Plan and Amendment #1.
- Maple Ridge Commercial Animal Establishment CUP.
- Review 520-90 Exterior Lighting Standards.
- POWTS Zoom Meeting.
- Correspondence and review of proposed upgrades to Communication Tower at 1898 Creek Rd.
- Research SPS 361.03. 520-28 Temporary Unscreened Outdoor Storage Accessory to Industrial Use, 520-122 Temporary Use Reviews and 520-125 Certificate of Occupancy Procedures.
- Correspondence and review of proposed upgrades to Communication Tower at 3861 E. Nick Rd.
- Research permitting Chickens in Single Family Residential Zoning Districts.
- Research ATV/UTV Speed Limit.
- DNR correspondence Managed Forest Law – Noncompliance.
- Meeting with property owner on Gardner Park Road regarding possible rezone and CUP.
- Research Article III. – Solid Fuel-Fired Heating Devices.
- Draft changes to 520-121 Conditional Use Permits and 520-124 Site Plan Procedures
- Correspondence with Building Inspector re: 1572 Old Hwy 51.
- Correspondence regarding possible sale of Village owned property off Kronenwetter Drive.
- Correspondence with WDNR regarding Stormwater Management Plans.
- Correspondence with Developer regarding Maple Ridge rezone.
- Research Institutional Zoning District Conditional and Permitted Land Uses.
- Research Chapter 285 - Explosives and Chapter 303 – Fireworks.
- Meeting with Everest Youth Hockey Association.
- Research American Asphalt CUP Plant 22.
- Correspondence with Building Inspector regarding Erosion Control.
- Research Rezones, Zoning Districts and Land Uses within TID #1.
- Meeting with Engineer regarding capital improvement projects.
- Research Garage Condos vs. Personal Storage Facility.
- Zoning confirmation letters.
- Correspondence regarding drainage issues at the end of Jamroz Road.
- Meeting with Denyon Homes regarding subdivision and parcels off Kronenwetter Drive.
- Work with property owner on Commercial Building Permit and Plan Review Process.

Violation #	Date Received	Property Address	Owner Name	Zoning	Complainant name	Nature of the Complaint	Valid?	Action Taken	Status
24-0411-001 & 24-0320-041	4/11/2024	1849 Deerwood Trail	Steve & Stephanie Woytasik		anonymous	Lots of junk and rubbish all over the yard, car parts, furniture ect	Yes	Pictures updated 05/24/2024 and yard needs to be trimmed and cleaned up. Some rubish has been removed. Needs to mow. Letter Sent 03/19/2025.	Open
24-0415-002	4/15/2024	2560 Sussex Place	Brad Harvey		anonymous	Added driveway and culvert without permits	Needs onsite	Check, Pictures	Open
24-0410-004	4/10/2024	1814 Judy Drive	Roger Shidell		anonymous	Olds Buick Station wagon parked in the grass for over a month	Needs onsite	Pictures on 05/24/2024	Open
24-0409-006	4/9/2024	County Road X	Stacey Stepan, 2177 River Forest Lane		anonymous	Storing campers on land	Needs letter sent	04/01/2025: Camper and 2 boats are still on the lot, sending letters.	Open - Continue to monitor
24-0322-007	3/22/2024	920 Wedgewood	Cheryl Viviano		anonymous	Siding coming off house, 2 vehicle Not moved and sunk into the blacktop. Car have not been registered in over 10 years. Dozen of boxes and mailbox has been removed. Home is eyesore and they are hoarders.	Pictures taken and talked to owner	Pictures on 05/24/2024: Boxes are removed, Van is still sunken into the blacktop driveway. 05/28/2024, Spoke to owner and she is not home and needs time to figure out what to do with the van. She would possibly consider having the van towed and selling the car. Owner will call back in a few days. 06/17/2024: Called resident and she was going to the store and wil call back in an hour. May be in the area mid July will call when back in town. 3/18/2025: Vehicles are still in the driveway and updated pictures. 03/19/2025: Sent letter with a 10 day notice to remove both vehicles. Called on 03/31/2025 I am giving her until 04/22/2025 to move both cars. If not moved citations will be written. 04/02/2025 Got a call from Cheryl, She is will to pay the citation and move the vehicles after the 23rd of April. I will be checking back after the week of May 1, 2025	Open
24-0424-013	4/24/2024	2092 South Road	Faye Parker and Orman Boggs		anonymous	Junkyard	Needs onsite	Updated picture, the junk is still in place	Open
24-0618-047	6/18/2024	2177 Angelo Drive	Michael Ausloos	SF	anonymous	Grass has not been mowed and is over 18 inches high.		07/17/2024: Called owner and left a VM	
25-0304-001	3/4/2025	1849 Deerwood Trail	Steven & Stephanie Woytasik - 715-907-2083	SF	anonymous	Rubbish piles in yard	Yes	Called Steven on 03-04-2025 and VM was full. Steven called back later and I talked to him about the rubbish piles in the yard. I informed him he had 10 days to get the rubbish cleaned up. If he did not, there would be a citation given. 10 days are up 03/11/2025, I will check on the property on 03/12/2025 to see if the rubbish has been cleaned up. 03/11/2025: The large pile of rubbish was removed, there are a few item left to clean up. I talked to the owner of the land next door and they have given permission to go on the land to get more pictures. 03/19/2025 Called left a VM, Gave the owner 10 days to finish up the clean-up then will issue a citation. Letter sent 03/19/2025. 03/25/2025 Steven called and will be removing the wood, lawn mower, wheel barrow and dolley when the snow melts. I will check back after the snow is gone.	Open
25-0314-002	3/14/2025	2054 Paintbrush	Jody Strenz - 715-360-1750 - Heu-715-803-9740.	SF	anonymous	Rubbish piles in yard, Tires, lawn tractors,	Yes	03/14/2025- Called Owner of house and she would like me to go over to the house as her sons live there. She would like me to give guidance on what needs to be cleaned up so they can be compliant. Will call to schedule an appointment to do that. 03/17/2025 Called and talked to Hue (The son). He is going to work on cleaning up the corner of the yard with all the mowers and tires. I told him I would be doing drive - by's to check on the progress.	Open
23-0929-038	9/29/2023	3297 Pine Road	Samuel J Stroik	SF	having chickens and horses in a single family zoned area.	Yes	Talked to owner about solving the proplem see notes. Police gave deadline to move horse.	On Going	Check

Reply Reply All Forward IM
Tue 4/1/2025 5:00 PM

CE Christopher Eiden
Fwd: [External] broadcasting All meetings
To Jennifer Poyer

Jennifer

Could you add this email in the CLIPP committee packet for support for the videotaping?

Thanks

Christopher Eiden

Sent from my iPhone

Begin forwarded message:

From: Dave Bliven <davekathy72@gmail.com>
Date: March 28, 2025 at 9:46:15 AM CDT
To: Christopher Eiden <ceiden@kronenwetter.org>
Subject: [External] broadcasting All meetings

Good Morning Chris,

I am not sure who to send this to but given your memberships, I thought it would be a good place to start.

I would like to see all Village meetings broadcast live and be available on youtube.

My rational:

More residents need to be informed of what goes on behind the scenes at the Village. I keep reading commentaries on various 'non-official' sources. One can usually tell the accuracy by asking yourself "can this possibly be true?". The latest one says that our taxes will go up by 66% if the ambulance service proposal goes through.

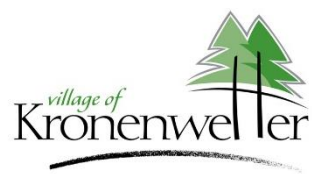
I dont understand why the Village has such a hard time recruiting and keeping staff...especially at the management level. It would behoove all Village Trustees to have the meetings televised so that the residents (ie voters) can actually see what is going on.

I would like to see the bare truth posted so that I can make better decisions. Hopefully other residents do as well.

What would it take to get that done?

Thank you for listening, you can forward this to all that you think might be interested.

David Bliven



REPORT TO CLIPP

ITEM NAME:	Community Room Rentals to Non-profit Organizations
MEETING DATE:	April 7, 2025
PRESENTING COMMITTEE:	
COMMITTEE CONTACT:	Chris Eiden
STAFF CONTACT:	Jennifer Poyer
PREPARED BY:	Jennifer Poyer

ISSUE: The Village allows non-profit organizations to utilize the Community Room of the Municipal Center at no cost. The organizations do have to pay the security deposit. Currently, there is no language on the rental agreement requiring non-profit organizations to provide proof of their non-profit status.

OBJECTIVES: We would like to clear up any confusion between staff and renters regarding whether a non-profit organization qualifies by adding requirements to prove non-profit status.

ISSUE BACKGROUND/PREVIOUS ACTIONS:

- PROPOSAL:**
- Adopt language similar to the Village of Rib Mountain’s Doecke Park Shelter Rental Agreement.
 - Add the line “Non-profit organizations must include a tax-exempt certificate or WIS-211 Form. All payment must be made from the organization, no personal accounts. Failure to do so will result in full standard rental fees.”
 - Amend the rental agreement to include a check box to signify submission of tax-exempt certificate or WIS-211 from non-profit organizations.

ADVANTAGES:

DISADVANTAGES:

ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.)

RECOMMENDED ACTION: See proposal.

OTHER OPTIONS CONSIDERED:

TIMING REQUIREMENTS/CONSTRAINTS:

FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$

Remaining CFY

Account Number:

Description:

Budgeted Amount:

Spent to Date:

Percentage Used:

Remaining:

ATTACHMENTS (describe briefly): VOK Community Room Rental Agreement, Rib Mountain Shelter Rental Agreement

COMMUNITY ROOM RENTAL PROCEDURES AND USAGE

- A. Hours - Community Room hours are from 7 a.m. to 12:30 a.m.
- B. Before making a reservation, please check the calendar on the Village website (www.kronenwetter.org) or call 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. Reservation times should include the time to set up, take down and clean the facility.
- D. Before a reservation for the Community Room can be booked, a Community Room Rental Agreement must be completed by the adult responsible and returned with the appropriate rental fee and security deposit. The Village will provide a key for entry into the building for events that have a signed and paid for Community Room Rental Agreement. The key can be picked up at anytime during normal business hours — 8 a.m. to 4:30 p.m. Monday through Friday during the week before the rental date.
- E. The key for the Municipal Center should be returned immediately after the completion of the event by dropping it into the drop box located at the front of the building (1582 Kronenwetter Drive). Renters who do not return the key will forfeit their entire deposit. The reservation drop box is located next to the agenda display box for after-hours key return.
- F. Only the renter/applicant is to enter through the side and/or lower doors. All others use the front door for entry and exit.
- G. The deposit is refundable after the function is over and the area has been inspected for damage or uncleanness. Failure to clean adequately will result in forfeiture of the security deposit at the rate of \$100 per hour. The refund may take up to two (2) weeks to receive after the event. If the damage exceeds the deposit a separate billing will be sent to cover the additional costs of repairs and/or cleaning. TIP: Take photos before and after your event of the entire area.
- H. Decorations—All decorations shall be limited to placement on tables or countertops. No decorations may be hung from the ceiling or ceiling tiles. Lighted candles, fog machines, smoke machines, dance wax or any other type of dancing compounds are not permitted. Decorations should be removed immediately following the event.
- I. Set up, clean up and damage — The renter is required to set up and take down all tables, chairs and personal items, decorations or equipment. Broom, dustpan, dry mop, wet mop and mop bucket, tennis balls on sticks (for scuff marks on the floor) are furnished for rental purposes. Tables (15) and chairs (200) are furnished for rental purposes.
- J. The applicant/renter signing the reservation form is stating that they are the duly authorized representative for any and all damages, missing items and clean up. A clean up list is provided- Recycling of glass, plastic, tin and aluminum is required and shall be placed in the recycling bins provided. All garbage shall be placed in tied plastic bags and discarded in the garbage container in the north parking lot.
- K. Grills — if you intend to bring a grill it must be located away from the building. Please make sure the coals are cold because you will be taking them home to dispose of them. Any fire caused by the use of a grill is solely the responsibility of the renter.
- L. The facility as well as the parking lot area near the access doors are expected to be left in the same condition that the renter finds it when they arrive. No litter, cigarette butts or garbage should be left outside the doors. Also, do not dump anything down the storm sewer drain. Garbage belongs in the trash. TIP: Take photos or video of before and after your event of the entire area. The renter will be held responsible and billed for any unnecessary clean-up, losses, damages or charges due to the negligence on behalf of the renter especially where police and/or fire respond which exceeds the security deposit.
- M. Driveways must be kept open at all times — allow space for the entrance of an ambulance or fire truck. Absolutely NO parking in front of the Fire Department garage doors or the Police Department garage doors.**
- N. One or more adult chaperones must be present throughout all youth meetings and parties.
- O. Alcohol is allowed, but may not be consumed directly from glass containers. Alcohol beverages may not be sold on the premises. User shall ensure that alcohol is consumed in accordance with State laws. All alcohol must be served inside the municipal building by an adult bartender, who is present at all times. NO alcohol is to be served to minors.
- P. The building must be vacated by 12:30 a.m.

CANCELLATION POLICY

Security deposits are fully refundable in the event of a cancellation. Rental fees are fully refundable if the cancellation is made at least 7 days before the event date. If cancellation is not made at least 7 days in advance of the event, rental fee will be refunded less a \$25 administrative fee.

COMMUNITY ROOM CLEAN UP CHECKLIST

- ☐ Tables washed & chairs wiped down
- ☐ Chairs & tables folded and placed back in closet
- ☐ Floors swept and scuff marks, if any, are removed
- ☐ Restrooms inspected and cleaned (please check the upper & lower level restrooms)
- ☐ Kitchen cleaned (countertops wiped down, dishes done, personal items removed/packed up)
- ☐ Grounds outside are inspected and any garbage, cigarette butts or litter is picked up and put in trash.
- ☐ Garbage is removed and placed in dumpster at north end of parking lot.

HALL CAPACITY: 175

RENTAL FEES

	Fee	Security Deposit (APPLIES TO ALL RESERVATIONS)	Total Cost
Resident	\$125	\$200	\$325
Non-resident	\$200	\$200	\$400
Non-profit	\$0	\$200	\$200

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



APPLICANT NAME: _____ DATE: _____

ADDRESS: _____

EMAIL ADDRESS: _____ PHONE: _____

ORGANIZATION (IF APPLICABLE): _____

TYPE OF EVENT: _____

DATE OF EVENT: _____ TIME PERIOD OF RENTAL: _____

Reservation Terms and Conditions:

A refundable security deposit is required to insure that the conditions of the agreement are met. The applicant is responsible for cleaning the Community Room before closing time (cleanup checklist attached). Any additional maintenance or clean-up required beyond considered normal will be billed to the applicant. Additionally, the Village may provide a key for entry to the building; if you do not return the key to the Village offices after your event, you will forfeit your entire security deposit. 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: _____

-- 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 1/13/25)

**DOEPKE PARK SHELTER RENTAL AGREEMENT – 2025**

Applicant/Organization: _____

Applicant's Address: _____ City/State/Zip: _____

Contact Person: _____ Phone # and email: _____

Type of Event: _____ Event Date: ____/____/____ Time of Event: _____

Tax Exempt? YES ☐ NO ☐ (For Non-Profit Organizations- **Must include Tax Exempt Certificate or WIS-211 Form. All payment must be made from the organization, no personal accounts. Failure to do so will result in full standard rental fees.**)

Please answer all the following:

Approximate # of Attendees: _____

(Max Shelter Occupancy is 50 per State Code. Larger events with 100 or more attendees will need consultation with Streets and Parks Director.)

Will there be a fee to attend? ☐ Yes ☐ No

(If yes, please provide Certificate of Insurance naming the Village of Rib Mountain as additionally insured.)

Will there be a tent setup? ☐ Yes ☐ No

(If yes, please complete a Tent Permit Agreement. Tents exceeding 100 sq ft are subject to an additional **\$35.00 fee**. See approved Tent Location Map)

Will food be served? ☐ Yes ☐ No

(If yes, check applicable) ☐ Catered ☐ Prepared ☐ Grilled

Will there be Live music? ☐ Yes ☐ No

(If yes, please review Rib Mountain Municipal Code 9.21 – Noise Regulations)

Will Heat be needed? ☐ Yes ☐ No

(Heat is required for Winter Rentals from Nov – Apr, but can also be requested for summer rentals for an additional **\$25.00 fee**)

Who is Picking Up the Key? (Must show ID at time of pick-up)**Summer Rentals:** Sunday – Saturday 10:00 am to 10:00 pm from May through October

Note: The park shelter is NOT air conditioned and rental does not include use of the baseball fields. This is a public park and you are only renting the shelter. All common areas are open to the public.

Fees: \$225 Standard Rental (\$75.00 Deposit, \$150.00 Shelter Rental)**\$175 Non-Profit Rental (\$75.00 Deposit, \$100.00 Shelter Rental)**

All forms must be completed and turned in at the time of reservation in order to hold shelter date. This includes all non-profit.

Winter Rentals: Sunday – Saturday 10:00 am to 10:00 pm from November through April

Note: This is rental of the North section of the shelter. Warming area (Kitchenette) is open to the public during rink hours. Heat is required on the rental agreement at the time of payment. No portable heaters are allowed inside or outside the shelter.

Fees: \$250 Standard Rental (\$75.00 Deposit, \$150.00 Shelter Rental, \$25.00 Heat)**\$200 Non-Profit Rental (\$75.00 Deposit, \$100.00 Shelter Rental, \$25.00 Heat)**

All forms must be completed and turned in at the time of reservation in order to hold shelter date. This includes all non-profit.

All applicable taxes are included in the cost of the rental. Cancellations more than 30 days before the event will receive a refund minus a \$50.00 administrative fee. Cancellations 30 days or less before the event will receive a refund minus a \$100.00 administrative fee.

Indemnity & Agreement: In consideration for the Village of Rib Mountain renting the use of the Doepke Recreation Area Shelter to said organization / family / individual, hereby covenants and agrees to indemnify and hold harmless the Village of Rib Mountain from and against any and all claims, loss, damage or injury which in any manner or from any cause sustained by reason and/or result of the use of said facility and/or park from all costs or expenses that may in any manner grow thereof. The undersigned further agrees to abide by all ordinance of the Village of Rib Mountain particularly those regulating the use of the premise rented. The undersigned states they are duly authorized to execute this Indemnity and Agreement on behalf of said organization / family / individual; that they have read the foregoing and that they have received a copy thereof.

Applicant Signature: _____ Date: _____