



**City of  
RIVER FALLS**  
*CITY OF RIVER FALLS, WISCONSIN  
COMMON COUNCIL PROCEEDINGS*

**August 23, 2016**

Mayor Toland called the meeting to order at 6:30 p.m. in the City Council Chambers located in City Hall.

**City Council Members Present:** Todd Bjerstedt, Jeff Bjork, David Cronk, Christopher Gagne, Scott Morrissette, Diane Odeen, Hal Watson

**Members Absent:** None

**Staff Present:** Scot Simpson, City Administrator; Dan Gustafson, City Attorney; Gordon Young, Police Chief; Julie Bergstrom, Finance Director/Assistant City Administrator; Amy Peterson, Assistant Community Development Director; Kevin Westhuis, Utility Director; Reid Wronski, City Engineer; Jacob O'Brien, Engineering Intern; Lu Ann Hecht, City Clerk; Ray Curtis, Lead Mechanic; Mike Stifter, Operations Director; Nancy Miller, Library Director; Brent Buesking, Management Analyst; Jeff Rixmann, EMS Director

**Others:** Tiffany Joy, others

**The Pledge of Allegiance was said.**

**APPROVAL OF MINUTES:**

August 9, 2016, Regular Meeting Minutes and Workshop Minutes

**MSC Gagne/Morrissette to approve minutes. Unanimous.**

**APPROVAL OF BILLS:**

Bills - \$1,902,487.59

**MSC Bjork/Watson move to approve bills subject to the comptroller. Unanimous.**

**PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:**

There were no public comments.

**Change of Agent for Mainstreeter Bar & Grill, LLC. dba Mainstreeter Bar & Grill**

**MS Morrissette/Odeen moved to approve change of agent.** Alderperson Morrissette asked Agent Tiffany Joy if she understood her role as an agent; if she understood that if she wasn't present at the time of any alcohol violations, she was still responsible; and if she had taken the responsible server's course. Joy asked yes to all the questions. **With no other questions, the Mayor asked for a vote. The motion passed unanimously.**

**PUBLIC HEARING:**

Ordinance 2016-12 - Modifying Chapter 17.104 – Administration and Enforcement Section of the Municipal Code Regarding Administrative Relief of Specific Zoning Requirements (setbacks, building height, site coverage, open space, parking) – Second Reading and Disposition

**The Mayor recessed into a Public Hearing at 6:32 p.m. MS Odeen/Morrissette moved to approve the ordinance. The Mayor asked for comments.**

Alderperson Bjork clarified that the ordinance referred to all zoning. City Administrator Simpson said yes. Bjork liked it for commercial property but not for residential. Alderperson Morrissette asked what his concern was. Bjork felt it would be better if it came before a board rather than having an individual review it. Simpson said the policy question for Council is – what is your comfort level with the administrative flexibility. Alderperson Cronk noted it was a small variance.

Alderperson Watson asked about some real examples. Simpson talked about the different ways Council could modify the ordinance. He said it would be helpful if staff could make reasonable adjustments. Alderperson

Odeen expressed her support. She said it was limited in scope and was flexible and conservative. Alderperson Gagne agreed with Odeen and was in favor of it.

Alderperson Morrissette provided a 'what if' scenario and asked about notifications to neighbors. Assistant Community Development Director Amy Peterson thought notifications happened with Board of Appeals situations but explained that it is the Director's discretion in other cases. There was further discussion.

**The Mayor asked Alderperson Bjork if he wanted to make an amendment. Bjork said yes; he wanted to eliminate residential zoning from the ordinance. The Mayor asked for a second. The amendment died as there was not a second motion. The Mayor asked for other questions/comments.**

Alderperson Bjerstedt asked if this could conflict with covenants. Yes but City Attorney Gustafson said the Zoning Director could not grant an exception to the covenants. City Administrator Simpson said the City does not enforce covenants.

Alderperson Gagne asked about current form of notification and asked if that could be provided in the ordinance. Simpson said yes it could be added. The Mayor asked if Council was getting off topic. Alderperson Watson suggested passing it as is. Alderperson Odeen felt adding a notification to the ordinance would be punitive to the individual requesting only a slight variance. The Mayor asked what the best way to address Gagne's concern was. **Simpson provided some options. Morrissette was in favor of passing as is.**

**The Mayor asked for public comment. There was none. The Mayor closed the public hearing and moved back into Open Session. The Mayor asked for a vote. It passed 6-1 with all voting in favor except Bjork.**

Odeen asked Simpson for a quick course in notifications for development/building/zoning. The Mayor asked for it to be on a future meeting.

#### **CONSENT AGENDA:**

The Mayor said Item 6 was pulled from the agenda.

Acknowledgement of the following minutes:

Utility Advisory Board – 7/18/16; Police and Fire Commission – 6/6/16; EMS Advisory Board – 6/6/16;  
Library Board – 6/6/16

Resolution No. 6069 Requesting Exemption from County Library Tax

Resolution No. 6070 Regarding Request for City Assistance for Art on the Kinni

Resolution No. 6071 Accepting Public Improvements (Highview 4th Addition)

Resolution No. 6072 to Revoke Declaration of Driveway Easement

**MSC Morrissette/Odeen move to approve the Consent Agenda. Unanimous.**

#### **ORDINANCES AND RESOLUTIONS:**

Ordinance No. 2016-13 Amending Section 10.08.010a of the Official Traffic Control Map (Yield Sign on Kennedy Street at S. Sixth Street)-First Reading

There were no comments from Council.

Ordinance No. 2016-14 Amending Section 10.08.010a of the Official Parking Control Map and Section 12.06.030 of the Residential Parking Permit System-First Reading

Alderperson Gagne felt a reasonable measure has been taken on Valley View Road to only do one side of the street to accommodate emergency vehicles. He appreciated feedback from staff and residents. Morrissette agreed with Gagne and thanked staff.

Ordinance No. 2016-15 – Elections - Creating Section 1.08.050 – Creation of Municipal Board of Absentee Ballots Canvassers-First Reading

Aldersperson Bjork asked City Clerk Hecht to provide some background. Hecht explained absentee ballots would be processed at a central location providing time efficiencies and relieving poll workers of an extra duty. The time savings would be measureable for the presidential elections. The cost may be up to \$7,000 in a two year budget. Aldersperson Gagne asked Hecht about the poll worker shortage and how citizens could get involved.

Resolution No. 6073 Regarding Purchase of Ambulance Chassis

**MS Cronk/Gagne move to approve resolution.** Morrissette asked where the funds were coming from and if there was any debt. Bergstrom said from the Ambulance Fund and there was no debt. She clarified that the resolution would approve the complete purchase of the ambulance.

**With no other questions, the Mayor asked for a vote. The resolution passed unanimously.**

Resolution No. 6074 Regarding Contract for Services-SCADA System Replacement

**MSC Watson/Morrissette moved to approve. Unanimous.**

**REPORTS:**

St. Croix County Transportation Report

Finance Director/Assistant City Administrator Julie Bergstrom provided a report for Council on transportation in St. Croix County and the surrounding area. She is part of a Transit Planning Subcommittee. The goal of the committee is to review and develop a public transportation recommendation for the future. Bergstrom talked about the process. She said the committee has received a grant. Bergstrom said there is a public survey and upcoming public meetings regarding the grant.

Sidewalk Repair Program/Project Updates

City Engineer Reid Wronski and Engineering Intern Jacob O'Brien provided a presentation. Wronski talked about sidewalks and trails including the history of building sidewalks, sidewalk repairs, sidewalk surveys, and sidewalk infill.

O'Brien talked about considerations for sidewalk infill, a sidewalk scoring formula, and citizen suggestions for locations for new sidewalks. Wronski and O'Brien stood for questions.

Morrissette asked about sidewalk integrity after grinding sidewalks. Bjork asked if sidewalks affected the cost of the City's insurance. Bjerstedt asked about how costs were determined for sidewalk infill.

Administrator's Report

City Administrator Simpson talked about the importance of installing sidewalks when the subdivision is developed.

Comptroller's Report for July 2016

Comptroller Odeen read the report: General Fund revenues through the end of July were \$5,215,742 or 54 percent of budgeted. July revenues include \$298,178 in shared revenue and \$153,920 in transportation aids. Expenditures for the same period were \$5,079,626 or 52 percent of budgeted, for a net of revenues over expenditures of \$136,116.

**ANNOUNCEMENTS:**

Mayor's Appointment

Business Improvement District Board

Appointment of Shari Frisbie to fill vacancy through December 2017

**MSC Gagne/Odeen move to approve the Mayor's appointment. Unanimous.**

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**MSC Watson/Morrisette to adjourn the meeting at 7:26 p.m. Unanimous.**

Respectfully submitted,

Kristi McKahan,  
Deputy City Clerk