

CITY OF CHIPPEWA FALLS, WISCONSIN

NOTICE OF PUBLIC MEETING

In accordance with the provisions of the Wisconsin State Statutes, Sec. 19.84, notice is hereby given that a public meeting of the:

Committee No. 1
Revenues, Disbursements, Water and Wastewater

Will be held on **Thursday, August 10, 2017 at 9:00 AM, Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Items of business to be discussed or acted upon at this meeting are shown on the attached agenda below:

1. Discuss funding for City Hall phone upgrade options. Possible recommendations to the Council.
2. Discuss refund of Business Improvement District (BID) assessment payments for 29 E. Spruce Street (Parcel #672). Possible recommendations to the Council.
3. Discuss Aeration Blower Replacement Study dated June 27, 2017. (Note: Study includes WWTP organic capacity study.) Possible recommendations to the Council.
4. Discuss Amendment No. 1 to the Agreement for General Services Control Building HVAC Improvements dated July 21, 2017. Possible recommendations to the Council.
5. Adjournment.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

NOTE: REASONABLE ACCOMMODATIONS FOR PARTICIPATION BY INDIVIDUALS WITH DISABILITIES WILL BE MADE UPON REQUEST. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT THE CITY CLERK AT 726-2719.

PLEASE NOTE THAT ATTACHMENTS TO THIS AGENDA MAY NOT BE FINAL AND ARE SUBJECT TO CHANGE. THIS AGENDA MAY BE AMENDED AS IT IS REVIEWED.

CERTIFICATION OF OFFICIAL NEWSPAPER

I hereby certify that a copy of this notice has been posted on the City Hall bulletin board and a copy has been given to the Chippewa Herald on August 8, 2017 at 4:00 pm by BNG.

10/4/2016

Date

2017 Omitted Budget Request

Prepared by: Connie Freagon

Department: Data Processing

Account Number: 10.51440.5850

Account Name: Computers & Equipment

Dollar Amount Requested: \$4,373 plus from Proposal 2

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

The City's phone system was installed in 2006. The controller at City Hall is considered end of life. End of life means that the software will be supported, but if anything goes wrong with the hardware, it is probable that it cannot be repaired. The Police Department phone system was installed in 2010. At that time the dispatch was still at the Police Department so we were required to install a controller on site, unlike every other off site department, like the Library, Fire Station, Street, Utility. As dispatch has moved, a separate controller is no longer needed.

Proposal 1 - Replace City Hall controller with a software upgrade and decommission the Police Department controller. This will bring the controller up to date and remove an aging controller at the Police Department. This will also simplify operation of the phone system as only one system needs updating. Software support of \$1,450 can be discontinued. Cost \$6,155.00 (City \$5,232 Utility \$923).

Proposal 2 - Move all City phone programming to the County's Mitel phone system. We would use the County voice mail system which is more robust than the City system. Both controllers would be decommissioned. Software support of \$3,800 for our existing controllers can be discontinued. Contract with Charter can be canceled on expiration date of 4/23/18 (\$663.59 per month). Cost for programming and coordination \$5,145.00 (City \$4,373 Utility \$772).

The City would pay a prorated portion to the County for hardware/software as we do now for servers. Additional costs for the County to be determined.

Comments by Reviewer:

2017 OMITTED BUDGET REQUESTS 11-15-2016 (Updated April 2017)

DEPARTMENT	APPROVED/ FUNDING	AMOUNT	ESTIMATED COST	OMITTED ITEM DESCRIPTION
City Hall	REVIEW IN 2017			Bulletproof Window & Door (Clerk's Office)
	REVIEW IN 2017			Bulletproof Window & Door (Finance Office)
	REVIEW IN 2017			Cement Masonry (Outside)
	REVIEW IN 2017			Flooring for Council Chambers
	REVIEW IN 2017		\$ 3,600	Handicap Door Replacement
	REVIEW IN 2017		\$ 18,667	Keyless Entry
	COMPLETED 2017 (FF)	\$ 10,555	\$ 10,555	Laserfiche Software (Additional Utility Cost \$1,863)
	COMPLETED 2017 (FF)	\$ 1,652	\$ 1,652	Laserfiche Annual Maintenance (Additional Utility Cost \$292)
	NO		\$ 3,345	Outside Lighting (LED)
	REVIEW IN 2017		\$ 15,000	Security Cameras
			\$ 52,819	
	NO		\$ 5,232	Replace City Hall Phone Controller (Proposal 1) (Additional Utility Cost \$923)
	YES-fmch fees	\$ 4,373	\$ 4,373 +	Transfer City Phone Programming to County Phone System (Proposal 2) (Additional Utility Cost \$772)
Data Processing	COMPLETED 2017	\$ 8,000	\$ 8,000 +	Department iPads
Data Processing/Police Department	COMPLETED 2017		\$ 8,880	MDC Replacement Option #1
	NO		\$ 1,800	MDC Warranty Option #2
			\$ -	Do not purchase warranty; replace as needed (recommended by County IT) Option #3
Donations	COMPLETED 2017	\$ 2,000	\$ 2,000	Chippewa Falls Senior Center (Additional Request over 2016)
	?		\$ 8,830	Chippewa County EDC (Additional Request over 2016)
	COMPLETED 2017	\$ 237	\$ 237	Patriotic Council (Additional Request over 2016)
			\$ 11,067	
Fire Department	REVIEW IN 2017		\$ 26,000	Cardiac Monitor
	ORDER IN 2017		\$ 192,000	Ambulance
Library	Request Removed		\$ 7,000	Cement Ramp in Back Alley
	Request Removed			Elevator Repair
	NO		\$ 9,854	Keyless Entry
	STREET DEPT?		\$ 500	Remove Retaining Wall & Tree
	NO		\$ 9,630	Replace Front Doors & Bay St. Door
	Request Removed		\$ 10,000	Roof Flashing
	*PRIORITY 2017		\$ 25,000	Security Cameras
	*PRIORITY 2017		\$ 50,000	Library Roof Repairs (Estimate?; offset by insurance claim?)
			\$ 111,984	
Parks, Recreation & Forestry Dept	YES/IN GF BUDGET	\$ 945	\$ 945	Buchanan Park Port-A-Toilet Rental
	YES-\$\$ IN GF/TIF		\$ 70,000	Chippewa Riverfront Expenses
	CARRYOVER	\$ 2,500	\$ 2,500	Marshall Park Outdoor Tennis Court Crack Repairs
			\$ 73,445	
Police Department	COMPLETED 2017	\$ 32,000	\$ 32,000	In-Car Video System
	COMPLETE 2017	\$ 16,000	\$ 16,000	Parking Enforcement Scooter
	WITHDRAWN 2017		\$ 5,500	Generator & Lighting for Range Building
	*PRIORITY 2017		\$ 4,500	AEDs for Squad Cars (5)
			\$ 58,000	
TOTAL OMITTED BUDGET REQUESTS		\$ 78,262	\$ 547,427	

Phones

*Utilize Fire Station #2 Proceeds

2016 Real Estate Property Tax Record

08/08/2017 11:55 AM

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Bill #: 40817
 Parcel #: 22808-0613-60061615
 Computer #: 211-01005-0000

CITY OF CHIPPEWA FALLS
 CHIPPEWA COUNTY

BOBBY G & MEGAN D POSTLE
 29 E SPRUCE ST
 CHIPPEWA FALLS WI 54729

Property Address 29 E SPRUCE ST
 Volume/Page / /
 Sec-Twn-Rng 6- 28N- 8W 160: 40:
 Plat 6006 ALLEN'S ADDITION
 Block Lot 15
 Legal Description Acres 0.180
 ALLEN'S ADDITION LOT 15 BLK
 16 MAP 6-2

School District 1092
 Special Districts #1: 100 #2: 0 #3: 0
 #4: 0 #5: 0 #6: 0

VALUES:	Land	24,600
	Improve	70,500
Ratio 0.9415	Total	95,100
Fair Market 101,000	Total Acres	0.187

Gross Tax	2,193.68
School Credits	138.75
First Dollar Credit	57.72
Lottery Credit	108.55 1 Claim(s)

	Amount Paid	Balance	Balance Code	KEY	
Net Tax	1,888.66	1,888.66	0.00	N	N = No Balance P = Postponed D = Delinquent
BID Special Assessments	197.10	197.10	0.00	N	
Special Charges	0.00	0.00	0.00	N	
Delinquent Utilities	0.00	0.00	0.00		
Woodland Tax	0.00	0.00	0.00		
Private Forest	0.00	0.00	0.00		
Managed Forest	0.00	0.00	0.00		
Sub Total			0.00		
Interest		0.00	0.00		
Penalty		0.00	0.00		
Total	2,085.76	2,085.76	0.00		

PAYMENT HISTORY:

Date	Receipt # Batch #	Tax Source	SP Asmt Status	Other Notes	Interest	Penalty	Total Paid	Over Paid
12/01/2016	0	Lottery	0.00	0.00	0.00	0.00	108.55	0.00
12/22/2016	806 211005	Municipality	1,888.66 197.10	0.00 UNITED BANK #13791 JER M	0.00	0.00	2,085.76	0.00

2015 Real Estate Tax Summary

07/19/2017 03:08 PM

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Parcel #: 22808-0613-60061615
 Alt. Parcel #: 211-0672

CITY OF CHIPPEWA FALLS
 CHIPPEWA COUNTY, WISCONSIN

Tax Address:
 BOBBY G & MEGAN D POSTLE
 29 E SPRUCE ST
 CHIPPEWA FALLS WI 54729

Owner(s): O = Current Owner, C = Current Co-Owner
 O - POSTLE, BOBBY G & MEGAN D

Districts: SC = School, SP = Special

Type	Dist #	Description
SC	1092	CHIPPEWA FALLS SD
SP	0100	CHIPPEWA VALLEY TECHNICAL
SP	BID1	BID 1

Property Address(es): * = Primary
 * 29 E SPRUCE ST

Legal Description: Acres: 0.180
 ALLEN'S ADDITION LOT 15 BLK 16 MAP 6-2

Parcel History:

Date	Doc #	Vol/Page	Type
	823246	/	
	707829	/	
	616016	/	

Plat: * = Primary
 * 6006-ALLEN'S ADDITION

Tract: (S-T-R 40% 160% GL) 06-28N-08W
Block/Condo Bldg: LOT 15

Tax Bill #:	39792	Net Mill Rate	0.021589993	Installments	
		Gross Tax	2,193.48	End Date	Total
		School Credit	140.26	1 01/31/2016	1,003.92
Land Value	24,600	Total	2,053.22	2 07/31/2016	1,099.06
Improve Value	70,500	First Dollar Credit	58.90		
Total Value	95,100	Lottery Credit 1 Claim	95.15		
Ratio	0.9769	Net Tax	1,899.17		
Fair Mrkt Value	97,400				

	Amt Due	Amt Paid	Balance
Net Tax	1,899.17	1,899.17	0.00
Special Assmnt	203.81	203.81	0.00
Special Chrg	0.00	0.00	0.00
Delinquent Chrg	0.00	0.00	0.00
Private Forest	0.00	0.00	0.00
Woodland Tax	0.00	0.00	0.00
Managed Forest	0.00	0.00	0.00
Prop. Tax Interest		0.00	0.00
Spec. Tax Interest		0.00	0.00
Prop. Tax Penalty		0.00	0.00
Spec. Tax Penalty		0.00	0.00
Other Charges	0.00	0.00	0.00
TOTAL	2,102.98	2,102.98	0.00

Payment History: (Posted Payments)

Date	Receipt #	Type	Amount
12/22/2015	812	T	2,102.98

Key: Payment Type: A - Adjustment, R - Redemption, T - Tax



Strand Associates, Inc.[®]
910 West Wingra Drive
Madison, WI 53715
(P) 608-251-4843
(F) 608-251-8655

June 27, 2017

City of Chippewa Falls
30 West Central Street
Chippewa Falls, WI 54729

Attention: Mr. Richard Rubenzer, P.E., Director of Public Works, City Engineer, Utilities Manager

Re: Agreement for General Services
Aeration Blower Replacement Study

This is an Agreement between the City of Chippewa Falls, Wisconsin, hereinafter referred to as OWNER, and Strand Associates, Inc.[®], hereinafter referred to as ENGINEER, to provide engineering services (Services) for the Aeration Blower Replacement Study project. This Agreement shall be in accordance with the following elements.

Scope of Services

ENGINEER will provide the following Services to OWNER.

1. Conduct an on-site project kickoff meeting at OWNER's wastewater treatment plant (WWTP) to gather site-specific information and discuss the project scope and schedule.
2. Update the design criteria for the activated sludge treatment system by adding recent data to data previously analyzed for the ENGINEER-prepared 2013 Biosolids Planning Study Report.
3. Develop an engineering report for submittal to Wisconsin Department of Natural Resources (WDNR) for rerating the organic capacity of the WWTP to reflect current and future conditions. Influent load projections will be based on population projections from the Wisconsin Department of Administration.
4. Review alternative blower technologies for potential replacement of one or more of the existing positive displacement blowers. Evaluation will be based on total present worth analyses taking into account both capital costs and operation and maintenance costs over a 20-year life cycle.
5. Review potential changes to aeration instrumentation and controls with the goal of improving operation and reducing energy use.
6. Provide alternatives and opinion of probable construction cost for improvements in a draft report to OWNER.
7. Conduct a review meeting at the WWTP to discuss report conclusion and OWNER's comments.
8. Revise the report, as appropriate, based on OWNER's comments.
9. Submit final report to OWNER.

VC:\nroR\MAD\Documents\Agreements\C\Chippewa Falls, City of (WI)\AerationBlwrRplcmntStdy.2017\Agr\1331.016.docx

City of Chippewa Falls
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Service Elements Not Included

The following services are not included in this Agreement. If such services are required, they will be provided as noted.

1. Additional Site Visits and/or Meetings: Additional OWNER-required site visits or meetings will be provided through an amendment to this Agreement or through a separate agreement with OWNER.
2. Bidding- and Construction-Related Services: Bidding- and construction-related services for the project will require a separate agreement with OWNER.
3. Drawings and Specifications: Final design services including drawings and specifications, if provided by ENGINEER, will be provided through an amendment to this Agreement or through a separate agreement with OWNER.
4. Permit and Plan Review Fees: All permit and plan review fees payable to regulatory agencies shall be paid for by OWNER.
5. Preparation for and/or Appearance in Litigation on Behalf of OWNER: This type of service by ENGINEER will be provided through a separate agreement with OWNER.
6. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed, will be provided through an amendment to this Agreement.
7. Services Related to Buried Wastes and Contamination: Should buried solid, liquid, or potentially hazardous wastes or subsurface or soil contamination be uncovered at the site, follow-up investigations may be required to identify the nature and extent of such wastes or subsurface soil or groundwater contamination and to determine appropriate methods for managing of such wastes or contamination and for follow-up monitoring. Investigation, design, or construction-related services related to buried solid, liquid, or potentially hazardous wastes or soil or groundwater contamination will be provided through a separate agreement with OWNER.

Compensation

OWNER shall compensate ENGINEER for Services on an hourly rate basis plus expenses an estimated fee of \$12,000.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Agreement is executed are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Agreement, this Agreement will be adjusted to reflect the net change.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

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The estimated fee will not be exceeded without prior notice to and agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on ENGINEER's increase or decrease in costs caused by delays, extensions, amendments, or changes.

Schedule

Services will begin upon execution of this Agreement, which is anticipated the week of June 26, 2017. Services are scheduled for completion on September 15, 2017.

Standard of Care

The Standard of Care for all Services performed or furnished by ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's Services.

OWNER's Responsibilities

1. Assist ENGINEER by placing at ENGINEER's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to ENGINEER, as required by ENGINEER for performance of Services as part of this Agreement, data prepared by or services of others obtained or prepared by OWNER relative to the scope of this project, such as soil borings, probings and subsurface explorations, and laboratory tests and inspections of samples, all of which ENGINEER may rely upon in performing Services under this Agreement.
3. Provide access to the site as required for ENGINEER to perform Services under this Agreement.
4. Guarantee access to and make all provisions for ENGINEER to enter upon public and private lands as required for ENGINEER to perform Services under this Agreement.
5. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by ENGINEER and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the performance of ENGINEER.
6. Provide all legal services as may be required for the development of this project.

Opinion of Probable Cost

Any opinions of probable cost prepared by ENGINEER are supplied for general guidance of OWNER only. ENGINEER has no control over competitive bidding or market conditions and cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to OWNER.

Changes

1. OWNER may make changes within the general scope of this Agreement in the Services to be performed. If such changes cause an increase or decrease in ENGINEER's cost or time required for performance of any Services under this Agreement, an equitable adjustment will be made and this Agreement will be modified in writing accordingly.

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2. No services for which additional compensation will be charged by ENGINEER will be furnished without the written authorization of OWNER. The fee established herein will not be exceeded without agreement by OWNER but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.
3. If there is a modification of WDNR requirements relating to the Services to be performed under this Agreement subsequent to the date of execution of this Agreement, the increased or decreased cost of performance of the Services provided for in this Agreement will be reflected in an appropriate modification of this Agreement.

Extension of Services

This Agreement may be extended for additional Services upon OWNER's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Payment

OWNER shall make monthly payments to ENGINEER for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at ENGINEER's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at ENGINEER's option, result in suspension of Services upon five calendar days' notice to OWNER. ENGINEER will have no liability to OWNER, and OWNER agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by OWNER. Upon receipt of payment in full of all outstanding sums due from OWNER, or curing of such other breach which caused ENGINEER to suspend Services, ENGINEER will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Data Provided by Others

ENGINEER is not responsible for the quality or accuracy of data nor for the methods used in the acquisition or development of any such data where such data is provided by or through OWNER, contractor, or others to ENGINEER and where ENGINEER's Services are to be based upon such data. Such data includes, but is not limited to, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

Termination

This Agreement may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. ENGINEER will be paid for all completed or obligated Services up to the date of termination.

Third-Party Beneficiaries

Nothing contained in this Agreement creates a contractual relationship with or a cause of action in favor of a third party against either OWNER or ENGINEER. ENGINEER's Services under this Agreement are being performed solely for OWNER's benefit, and no other party or entity shall have any claim against ENGINEER because of this Agreement or the performance or nonperformance of Services hereunder.

City of Chippewa Falls
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OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this project to carry out the intent of this provision.

Dispute Resolution

Except as may be otherwise provided in this Agreement, all claims, counterclaims, disputes, and other matters in question between OWNER and ENGINEER arising out of or relating to this Agreement or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Wisconsin.

Terms and Conditions

The terms and conditions of this Agreement will apply to the Services defined in the **Scope of Services**. OWNER-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement.

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.®

CITY OF CHIPPEWA FALLS

Matthew S. Richards
Corporate Secretary

Date

Mr. Richard J. Rubenzer, P.E.,
Director of Public Works,
City Engineer, Utilities Manager

Date