

Date: Tuesday, October 18, 2016

Time: 7:30 PM

Place: Westside Fire Station

Committee meetings will begin at 5:00 pm before this full Council meeting. City Council members frequently attend the committee meetings to gather information. A majority of the Council members may be present at these committee meetings.

CITY OF MONROE COMMON COUNCIL AGENDA

- A. CALL TO ORDER & ROLL CALL
- B. CORRECTION OF MINUTES
- C. PRESENTATION OF PETITIONS AND COMMUNICATIONS
- D. BUSINESS BY MAYOR

Updates regarding Mayor's activities

- 1. PARKING RAMP SITE STATUS AND UPDATE

Individual Requesting Item	Mayor Armstrong
Expected Length of Discussion	10 min.

- E. APPEARANCES BY THE PUBLIC
- F. CONSENT AGENDA (ROLL CALL VOTE)
 - * RESOLUTION GRANTING MISCELLANEOUS LICENSES
 - * APPROVE CLAIMS AS PRESENTED ON CLAIMS LIST
- G. COMMENTS/QUESTIONS ON TREASURER'S REPORT (2ND REGULAR MEETING OF EACH MONTH)
- H. PLAN COMMISSION (KOCH)

- 1. ORDINANCE REZONING PROPERTY #158
(Set Public Hearing Date for November 15, 2016)

Individual Requesting Item	Plan Commission
Expected Length of Discussion	5 min.

Documents:

[*2016-10-03 Badger Rezone Petition_1.pdf*](#)

- 2. RESOLUTION APPROVING CERTIFIED SURVEY MAP FOR WANDA DIECKMAN FOR LAND DIVISION

Individual Requesting Item	Plan Commission
Expected Length of Discussion	5 min.

Documents:

3. RESOLUTION APPROVING QUIT CLAIM DEED

Individual Requesting Item	Plan Commission
Expected Length of Discussion	5 min.

Documents:

2016-10-06 Quit Claim Deed.pdf

I. FINANCE AND TAXATION COMMITTEE (STANGEL)

1. RESOLUTION APPROVING AGREEMENT WITH ASSOCIATED APPRAISAL CONSULTANTS, INC. FOR ASSESSMENT SERVICES

(Roll Call Vote)

Individual Requesting Item	Finance & Taxation Committee
Expected Length of Discussion	5 min.

2. RESOLUTION APPROVING PURCHASE AND DEVELOPMENT AGREEMENT WITH PETER AND LAUREE J RASKOVIC FOR 2.95 ACRES IN NORTH INDUSTRIAL PARK

(Roll Call Vote)

Individual Requesting Item	Finance & Taxation Committee
Expected Length of Discussion	5 min.

J. SALARY AND PERSONNEL COMMITTEE (BAUMAN)

1. RESOLUTION APPROVING A CASH INCENTIVE FOR EMPLOYEES WHO DECLINE CITY SPONSORED HEALTH INSURANCE

(Roll Call Vote)

Individual Requesting Item	Salary and Personnel Committee
Expected Length of Discussion	5 min.

K. PUBLIC SAFETY COMMITTEE (BEER)

1. RESOLUTION APPROVING SPECIAL EVENT AND SETTING TRICK OR TREAT HOURS

Individual Requesting Item	Public Safety Committee
Expected Length of Discussion	5 MIN.

2. RESOLUTION APPROVING NO PARKING ZONE ON WEST SIDE OF 1700 BLOCK OF 15TH AVENUE

Individual Requesting Item	Public Safety Committee
Expected Length of Discussion	5 MIN.

L. LICENSE COMMITTEE (THOMAN)

1. RESOLUTION GRANTING "CLASS B" FERMENTED MALT BEVERAGE AND

INTOXICATING LIQUOR LICENSE TO MONROE ARTS CENTER, INC. UNDER
WIS. STATS QUOTA EXCEPTION FOR PERFORMING ARTS CENTERS

Individual Requesting Item	License Committee
Expected Length of Discussion	5 min.

M. BOARD OF PUBLIC WORKS (KOCH)

1. RESOLUTION AUTHORIZING PURCHASE OF 2016 TRACTOR WITH OUT
FRONT MOWER, CAB AND SNOW BROOM

(Roll Call Vote)

Individual Requesting Item	Board of Public Works
Expected Length of Discussion	5 min.

2. RESOLUTION AUTHORIZING HIRING CONTRACTOR FOR WWTP SAND FILTER
BUILDING ROOF REPLACEMENT

(Roll Call Vote)

Individual Requesting Item	Board of Public Works
Expected Length of Discussion	5 min.

N. COUNCIL AS A WHOLE (STANGEL)

1. RESOLUTION APPROVING WEIGHTS & MEASURES ASSESSMENT SCHEDULE

(Hold Public Hearing)

(Roll Call Vote)

Individual Requesting Item	5 min.
Expected Length of Discussion	City Clerk

Documents:

[*Weights and Measures assessed in 2016.pdf*](#)

O. BUSINESS PRESENTED BY ALDERPERSONS

May make brief informative statements or bring up items to be discussed at a future meeting

P. BUSINESS PRESENTED BY DEPARTMENT HEADS

May make brief informative statements or bring up items to be discussed at a future meeting

Q. BUSINESS PRESENTED BY THE PRESS

R. BUSINESS: CLOSED

Under Wis. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Attendance is limited to the governing body, necessary staff and other officers such as the Clerk and Attorney and other persons whose presence is necessary for the business at hand.

1. CITY ADMINISTRATOR EVALUATION

Under Wis. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the

governmental body has jurisdiction or exercises responsibility.

Attendance is limited to the governing body, necessary staff and other officers such as the Clerk and Attorney and other persons whose presence is necessary for the business at hand.

Individual Requesting Item	Aldersperson Bauman
Expected Length of Discussion	15 minues

S. ADJOURNMENT

This Council may take any action it considers appropriate related to any item on this agenda.

Requests from persons with disabilities who need assistance to participate in this meeting, including need for an interpreter, materials in alternate formats, or other accommodations, should be made to the Office of the City Clerk at (608) 329-2564 with as much advance notice as possible so that proper arrangements can be made.



Plan Commission Staff Review

Agenda Item:

Badger State Ethanol Request for a Change of Zoning

Review Notes:

Badger State Ethanol (BSE) is requesting a change of zoning on the vacant lot across from their existing facility (see attached depiction). The property is currently zoned M-3 Industrial Park and the request is a change to M-1 Light Industrial.

The request is being made to provide consistency in zoning across all of the parcels that BSE currently owns rather than one property being subjected to different requirements (design review in M-3). Their existing facility is in the M-1.

The differences between M-1 and M-3 are very little across types of uses and other requirements like area regulations. The most significant difference is the requirement of "design review" in the M-3. Design review is the opportunity of the Plan Commission to review the aesthetic aspects of proposed buildings and signage. In the M-1 this requirement does not exist.

Staff Review:

- Building Inspector/Zoning Administrator (if necessary)
- Engineering Supervisor (if necessary)
- City Attorney (if necessary)
- City Clerk/Director of General Government (if necessary)
- Director of Community Development (required)

Staff Recommendation:

Recommend to City Council to grant the approval of the petition.



City of Monroe

1110 18th Avenue, Monroe, WI 53566

Phone: (608) 329-2533 Fax: (608) 329-2561

REQUEST FOR A CHANGE OF ZONING PETITION

The Plan Commission meets the second Wednesday of each month at 5:00 P.M. at City Hall. Petitions shall be in the Zoning Administrator's office fourteen (14) days prior to the next meeting. A review fee of \$150.00 is due at this time.

I (We), do hereby request said property at: WEST 17th STREET MONROE, WI
and legally described as: ATTACHED

be rezoned from MV3 District to M1 District.

The land will be utilized for: continued operation and eventual growth of
Badger State Ethanol.

The reason justifying the petition: provide consistency in zoning to both sides of street
Please Attach:

- 1) A plot plan with a scale of not greater than 1" = 200' showing the area proposed to be rezoned.
- 2) The location and classification of adjacent zoned districts.
- 3) The names and addresses of all property owners within 200' of proposed area for which you are requesting a zoning change.

Name of Property Owner: BADGER STATE ETHANOL, LLC

Owner Address: 820 West 17th Street

City, State, Zip: MONROE, WI 53566

Daytime Telephone Number: 608-329-3900

Signature: [Signature]

Date: 9-16-16

The Plan Commission shall review the petition and make a recommendation to the City Council. A Public Hearing will be held by the Council upon recommendation of the Plan Commission.

FOR OFFICE USE ONLY

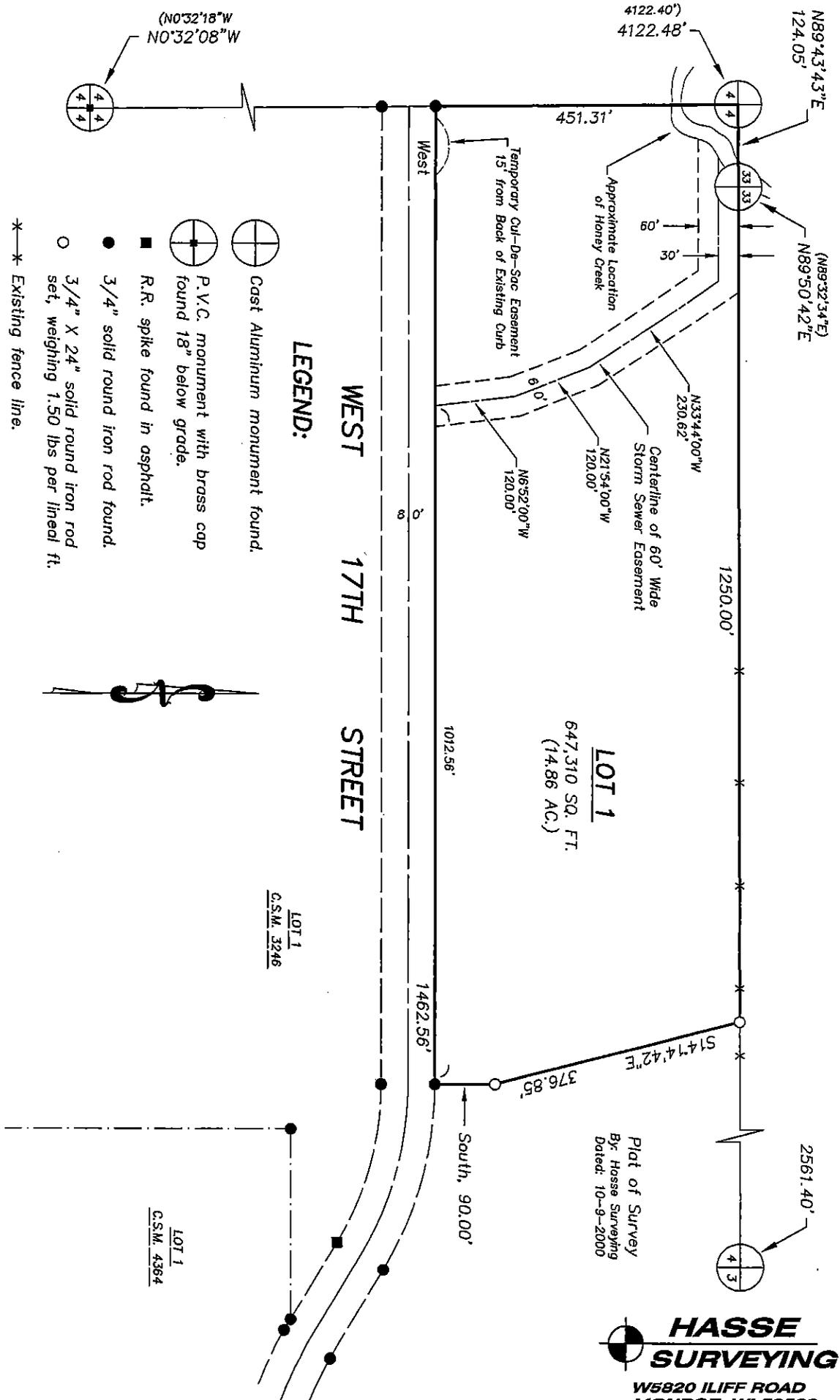
PLAN COMMISSION RECOMMENDATION:

Zoning Administrator

Review Fee of \$150.00 Received: 9-27-16 A.M.

CERTIFIED SURVEY MAP No. _____

PART OF FRACTIONAL LOTS 1 & 2 OF THE NE 1/4 OF SECTION 4,
TOWNSHIP 1 NORTH, RANGE 7 EAST, CITY OF MONROE,
GREEN COUNTY, WISCONSIN.



PREPARED FOR:

City of Monroe
c/o Alan Gerber
1110 18th Avenue
Monroe, WI 53566
(608) 329-2535

SCALE: 1" = 200'

GRAPHIC BAR SCALE:



July 1st, 2014

CERTIFIED SURVEY MAP No. _____

That part of Fractional Lots 1 & 2 of the NE 1/4 of Section 4, Township 1 North, Range 7 East, City of Monroe, Green County, Wisconsin, bounded and described as follows:

Beginning at the N 1/4 corner of Section 4; thence N89°43'43"E along the North line of the NE 1/4 of Section 4, 124.05'; thence N89°50'42"E along said North line, 1250.00'; thence S14°14'42"E, 376.85'; thence South 90.00' to the Northerly right-of-way line of West 17th Street; thence West along said Northerly right-of-way line, 1462.56' to the West line of the NE 1/4 of Section 4; thence N0°32'08"W along said West line, 451.31' to the point of beginning; subject to any and all easements of record.

I, Todd E. Hasse, Registered Land Surveyor, S-2228, hereby certify that I have made this Certified Survey Map under the direction of Alan Gerber, Engineering Supervisor for the City of Monroe and that this Survey is in compliance with Chapter 236.34 of the Wisconsin Statutes and that I have surveyed, monumented and mapped the lands described hereon and that this map is a correct representation thereof in accordance with the information provided.

July 1st, 2014

Todd E. Hasse R.L.S. - 2228

REGISTER OF DEEDS CERTIFICATE: Received for record this _____ day of _____, 2014 at ____ o'clock ____M.
and recorded in Volume _____ of Certified Survey Maps of Green County on Page _____.

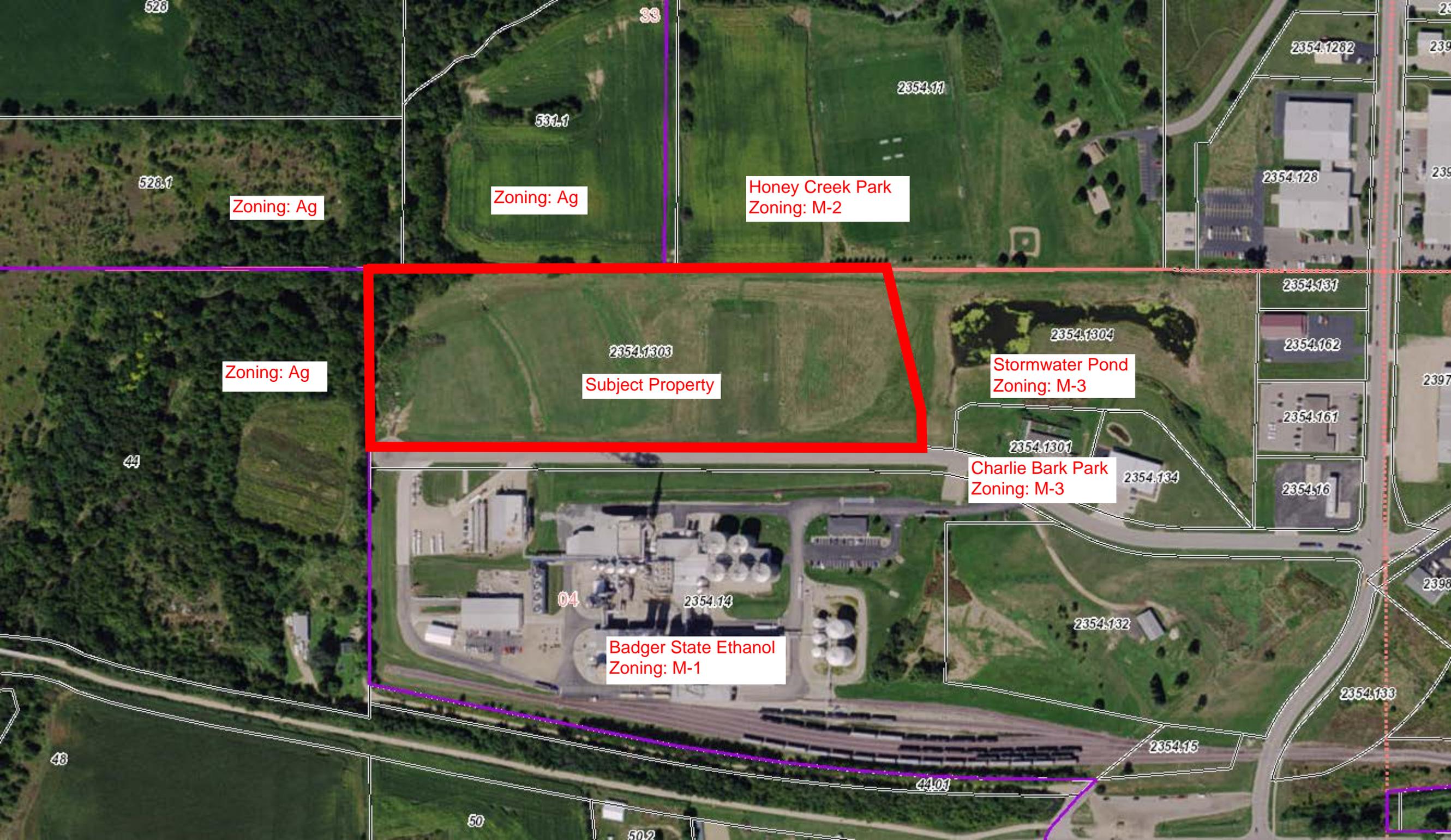
By: _____
Cynthia A. Meudt Register of Deeds

NOTES:

1. Bearings and distance shown in parenthesis, indicates recorded as data.
2. Bearings are referenced to the West line of the NE 1/4 of Section 4, which was assumed to bear N0°32'08"W.



W5820 ILIFF ROAD
MONROE, WI 53566
(608) 325-5321 PHONE
(608) 329-5321 FAX



Zoning: Ag

Zoning: Ag

Honey Creek Park
Zoning: M-2

Zoning: Ag

2354.1303
Subject Property

Stormwater Pond
Zoning: M-3

Charlie Bark Park
Zoning: M-3

Badger State Ethanol
Zoning: M-1

528.1

537.1

2354.171

2354.1282

2354.128

2354.131

2354.132

2354.161

2354.16

2354.1301

2354.134

44

04

2354.14

2354.132

2354.133

48

50

502

44.01

2354.15

Adjacent Properties:

Fahey Enterprises LLC – 2354.1301

701 W 17th Street

Owners:

Fahey Enterprises LLC
C/O Chad & Heidi Fahey
W5741 County Road H
New Glarus, WI 53574
Zoning: M-3
Current Use: Dog Park

City of Monroe – 2354.1304

Honey Creek Park – 2354.11

1224 10th Ave West

Owners:

City of Monroe
1110 18th Ave
Monroe, WI 53566
Zoning: M-2
Current Use: Park

Heinzelman, Terrance – 531.1; 528.1; 44

Owners:

Terrance Heinzelman
1704 Lake Dr
Monroe, WI 53566:
Current Use: Farmland

Badger State Ethanol LLC – 2354.14

820 W 17th Street

Owners:

Badger State Ethanol LLC
820 W 17th Street
Monroe, WI 53566
Zoning: M-1
Current Use: Industrial



Plan Commission Staff Review

Agenda Item:

Review Certified Survey Map Prepared for Wanda Dieckman for Land Division

Review Notes:

The survey is located within 1-½ miles of the City Limits, and thus requires extra-territorial plat review and approval. The survey depicts an easement for access as well as a note of the easement being reserved for potential extension of 8-½ Street Right-of-Way. The survey and land division meets our requirements.

Staff Review:

- Building Inspector/Zoning Administrator (if necessary)
- Engineering Supervisor (if necessary)
- City Attorney (if necessary)
- City Clerk/Director of General Government (if necessary)
- Director of Community Development (required)

Staff Recommendation:

Recommend approving Certified Survey Map and forwarding on to 8-18-2015 Council.

CERTIFIED SURVEY MAP No. _____

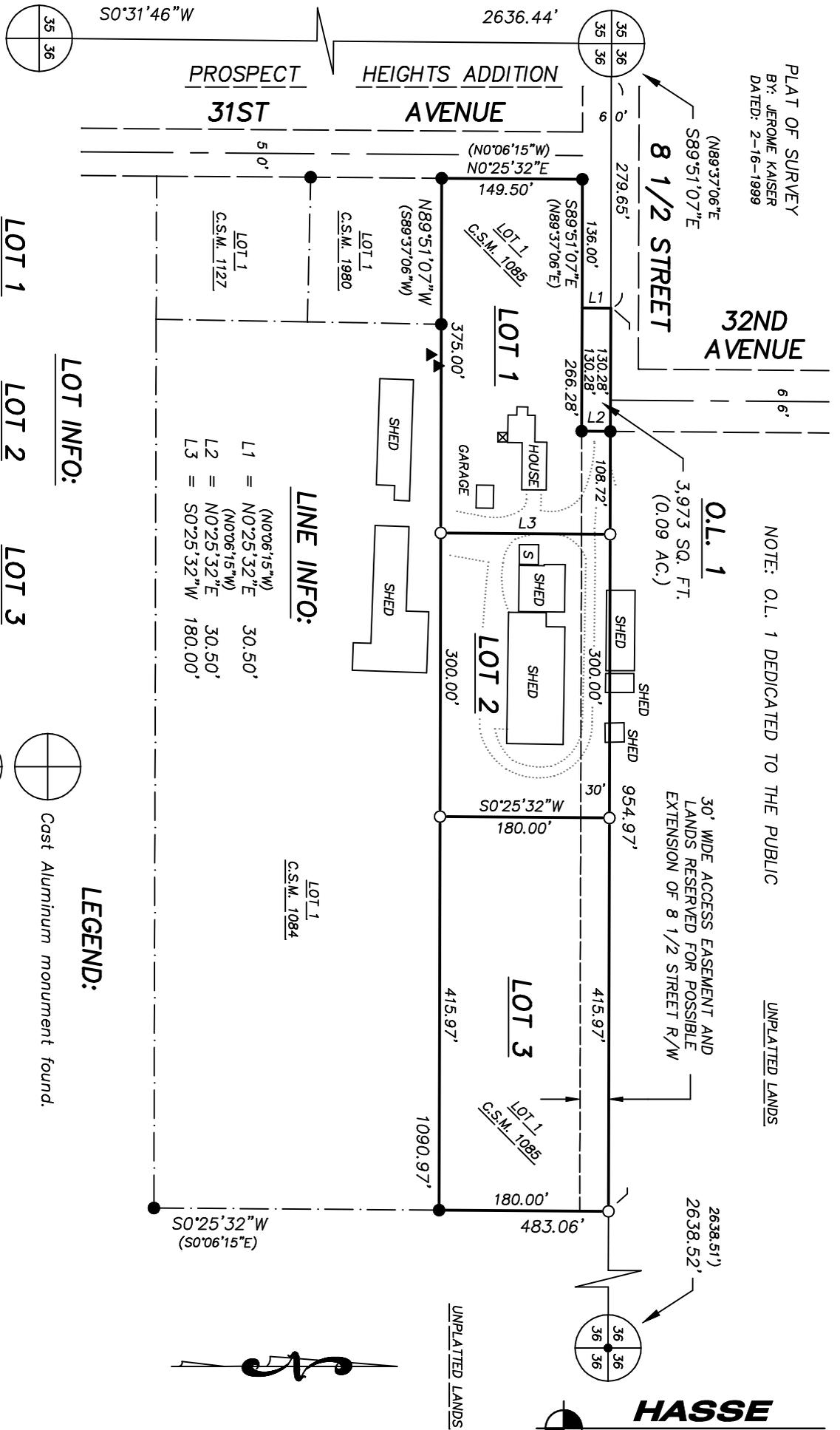
PART OF THE NW 1/4 OF THE SW 1/4 OF SECTION 36, TOWNSHIP 2 NORTH, RANGE 7 EAST, TOWN OF MONROE, GREEN COUNTY, WISCONSIN.

PLAT OF SURVEY
BY: JEROME KAISER
DATED: 2-16-1999

NOTE: O.L. 1 DEDICATED TO THE PUBLIC

UNPLATTED LANDS

30' WIDE ACCESS EASEMENT AND LANDS RESERVED FOR POSSIBLE EXTENSION OF 8 1/2 STREET R/W



LOT INFO:

LOT 1	59,378 SQ. FT. (1.36 AC.)	LOT 2	54,000 SQ. FT. (1.24 AC.)	LOT 3	74,874 SQ. FT. (1.72 AC.)
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LINE INFO:

L1 =	(N0°06'15"W)	30.50'
L2 =	(N0°06'15"W)	30.50'
L3 =	(S0°25'32"W)	180.00'

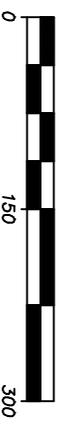
- LEGEND:**
- Cast Aluminum monument found.
 - 3/4" solid round iron rod found.
 - 1 1/4" solid round iron rod found.
 - 3/4" solid round iron rod found.
 - 3/4" X 24" solid round iron rod set, weighing 1.50 lbs per lineal ft.
 - Septic vent.
 - Well.

PREPARED FOR:

Wanda Dieckman
N2696 32nd Avenue
Monroe, WI 53566
(608) 325-5477

SCALE: 1" = 150'

GRAPHIC BAR SCALE:



- Cast Aluminum monument found.
- 3/4" solid round iron rod found.
- 1 1/4" solid round iron rod found.
- 3/4" solid round iron rod found.
- 3/4" X 24" solid round iron rod set, weighing 1.50 lbs per lineal ft.
- Septic vent.
- Well.

October 4th, 2016

HASSE SURVEYING, LLC

W5820 ILIFF ROAD
MONROE, WI 53566
(608) 325-5321 PHONE
(608) 329-5321 FAX

CERTIFIED SURVEY MAP NO. _____

Lot 1, of Certified Survey Map No. 1085, Recorded in Volume 3 of Certified Survey Maps of Green County on Page 391, as Document No. 321754, being part of the NW 1/4 of the SW 1/4 of Section 36, Township 2 North, Range 7 East, Town of Monroe, Green County, Wisconsin, bounded and described as follows:

Commencing at the W 1/4 corner of Section 36; thence S89°51'07"E along the North line of the SW 1/4 of Section 36, 279.65' to the point of beginning; thence S89°51'07"E along said North line, 954.97'; thence S0°25'32"W, 180.00'; thence N89°51'07"W, 1090.97' to the Easterly right of way of 31st Avenue; thence N0°25'32"E along said Easterly right of way line, 149.50'; thence S89°51'07"E along the Southerly right of way line of 8 1/2 Street, 136.00'; thence N0°25'32"E, 30.50' to the point of beginning; subject to a public road right-of-way as shown and to any and all easements of record.

I, Todd E. Hasse, Professional Land Surveyor, S-2228, hereby certify that I have made this Certified Survey Map under the direction of Wanda Dieckman and that this Survey is in compliance with Chapter 236.34 of the Wisconsin Statutes and that I have surveyed, monumented and mapped the lands described hereon and that this map is a correct representation thereof in accordance with the information that was provided.

October 4th, 2016

Todd E. Hasse P.L.S. - 2228

REGISTER OF DEEDS CERTIFICATE: Received for record this _____ day of _____, 2016 at ____ o'clock ____M.

and recorded in Volume _____ of Certified Survey Maps of Green County on Page _____.

By: _____
Cynthia A. Meudt Register of Deeds

GREEN COUNTY ZONING APPROVAL:

Approved for recording by the Green County Zoning Department this _____ day of _____, 2016.

By: _____
Adam Wiegel Zoning Administrator

NOTES:

1. Bearings and distances shown in parenthesis, indicates recorded as data.
2. Bearings are referenced to the West line of the SW 1/4 of Section 36, which bears S0°31'46"W, according to the Green County Coordinate System, as defined by the Wisconsin Department of Transportation and determined by GPS observation, 2007 Adjustment.

CERTIFIED SURVEY MAP NO. _____

TOWN OF MONROE APPROVAL:

Approved for recording by the Town of Monroe this _____ day of _____, 2016.

By: _____
Alois Mayer Town Chair

CITY OF MONROE APPROVAL:

Approved for recording by the City of Monroe this _____ day of _____, 2016.

By: _____
Carol J. Stamm City Clerk

OWNER'S CERTIFICATE:

As owner, I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval (City of Monroe, Township of Monroe, Green County Zoning).

Dated this _____ day of _____, 2016.

Wanda Dieckman

STATE OF WISCONSIN) SS
GREEN COUNTY)

Personally came before me this _____ day of _____, 2016,
the above named Wanda Dieckman to me known to be the same person
who executed the foregoing instrument and acknowledged the same.

My commission expires December 13th, 2019

Kristen M. Hasse Notary Public State of Wisconsin

 **HASSE**
SURVEYING, LLC
W5820 ILIFF ROAD
MONROE, WI 53566
(608) 325-5321 PHONE
(608) 329-5321 FAX



Plan Commission Staff Review

Agenda Item:

Quit Claim Deed between City of Monroe and Birge F. Braun and Sandra L. Braun regarding vacation of sanitary sewer easement

Review Notes:

We have a request, from Birge Braun to vacate an easement from 1958 for sanitary sewer. His Title work turned up an existing sanitary sewer easement from 1958 which does not contain an active sewer line. This same easement had previously been vacated for the lot to the South. We would recommend approving the Quit Claim Deed vacating the easement on his lot which is Lot 3 of Certified Survey Map 1505. The Lot is located across from Honey Creek Park at the intersection of 4th Avenue West and W. 13th Street.

Staff Review:

- Building Inspector/Zoning Administrator (if necessary)
- Engineering Supervisor (if necessary)
- City Attorney (if necessary)
- City Clerk/Director of General Government (if necessary)
- Director of Community Development (required)

Staff Recommendation:

Recommend approval to 10-18-2016 City Council.

Types of Devices	Total # of Devices per license form and census report	Total Testing Hours per contract day report through 6/30/16	Total Devices Tested per contract work report through 6/30/16	Average Testing Hours Per Device	Total Hours If All Devices Tested	% of Total Hours Per Type of Device	Total Fee	Total Fee Per Type of Device	Total Fee Per Device
Grain Moisture Meter	2	1.000	2	0.500	1.000	0.51%	4400	22.417	11.208
Heavy Capacity (Vehicle) Scale	11	1.000	1	1.000	11.000	5.60%	4400	246.583	22.417
High-Speed Diesel >12 gpm	1	0.000	0	0.000	0.000	0.00%	4400	0.000	0.000
Vehicle Tank Meter	10	0.000	0	0.000	0.000	0.00%	4400	0.000	0.000
Liquid Measuring Device (gas nozzle)	197	27.750	211	0.132	25.909	13.20%	4400	580.788	2.948
Liquified Petroleum Gas (LPG) Meter	7	0.000	0	0.000	0.000	0.00%	4400	0.000	0.000
Medium Capacity Scale 301 - 10000 lbs	10	0.480	5	0.096	0.960	0.49%	4400	21.520	2.152
Package Testing	39	4.000	2	2.000	78.000	39.74%	4400	1,748.498	44.833
small scales	128	6.770	39	0.174	22.219	11.32%	4400	498.086	3.891
Barcode Price Scanning Cash Register System	29	17.750	9	1.972	57.194	29.14%	4400	1,282.108	44.211
Other Timing or Regulated Device	86	0.000	0	0.000	0.000	0.00%	4400	0.000	0.000
TOTALS	520	58.75			196.28	100.00%		4,400.00	

Total Fee

4400