

1. Packet

Documents:

[FEBRUARY 27, 2018 COUNCIL PACKET.PDF](#)

2. Supporting Meeting Documents

Documents:

[FEBRUARY 27, 2018 COUNCIL 7A ATTACHMENT.PDF](#)

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ASHLAND CITY COUNCIL MEETING
Tuesday, February 27, 2018 - 6:15 P.M.
Ashland City Hall Council Chambers

Please turn off all cell phones during the meeting.

1. CALL TO ORDER

- A. Appointed Councilors Oath of Office
- B. Roll Call
- C. Moment of Silence
- D. Pledge of Allegiance

2. APPROVAL OF AGENDA (Voice)

3. APPROVAL OF MINUTES of the February 13, 2018 Council and Committee of the Whole Meetings
(Voice)

4. CITIZEN PARTICIPATION PERIOD (Clerk reads rules prior to public comments)

5. MAYOR'S REPORT

A. Appointments

Municipal Library Board

Rachel Coughtry, Bayfield County Rep., Term expires April 17, 2021

6. CONSENT AGENDA (Includes items that were unanimously approved by Committee of the Whole)
(Voice)

- A. Operator's Licenses
- B. Miscellaneous Minutes

7. New Business

- A. Approval of an Ordinance to Amend Chapter 544 (1026), Ashland City Ordinances, Vehicular Stopping and Parking, to Place a Disabled Handicap Parking Sign at 408 14th Avenue West
(Clerk) Voice
- B. Approval for Police Department to Purchase New Vehicle and Waiver of Advertising Requirement Per Chapter 194.04, Ashland City Ordinances, *(Police Department) Roll*
- C. Approve to Accept a Grant Award From Wisconsin Coastal Management for City Dock Repair Design and Engineering Documents *(Parks & Rec) Roll*
- D. Approve to Enter Into a Contract With Nordic Group for Services Related to Bayview Pier Project Phases II and III *(Parks & Rec) Roll*

- E. Approve the Waiver of Bidding Requirements of Chapter 194.04, Ashland City Ordinances, for the Purchase of a New Ambulance Through the Savvik Buying Group (*Fire Department*) **Voice**

8. ADJOURNMENT

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

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PRESENT: Holly George, Richard Ketring, Carl Doersch, David Mettille, Pat Kinney, Charles Ortman, Dick Pufall, Jackie Moore

ABSENT: Donna Williamson

ALSO PRESENT: Mayor Deb Lewis, City Administrator Mary Garness, City Attorney David Siegler, City Clerk Denise Oliphant, Planning & Development Director April Kroner, Public Works Interim Director Sharon Campbell, and Concerned Citizens

Agenda Item 1: Call to Order

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

Agenda Item 2: Approval of Agenda

Mettille moved, Moore seconded a motion to approve the agenda as presented. The motion carried unanimously by voice vote. A quorum was recognized.

Agenda Item 3: Approval of Minutes of the January 30, 2018 Council Meeting

Doersch moved, George seconded a motion to approve the minutes of the January 30, 2018 Council meeting as presented. The motion carried unanimously by voice vote.

Agenda Item 4: Citizen Participation Period

Zygmund Jablonski, 916 6th Avenue West, spoke to Council regarding the ongoing litigation on the Highway 2 sewer issue from eight years ago as this has still not been finalized.

Agenda Item 5: Mayor's Report

Mayor Lewis noted there will be a citizen advisory group meeting regarding the Superfund on February 14. Recognition was noted to Sara Hudson for her work in applying for two large grants recently. The first grant for \$70,000 has been successfully awarded to benefit the City dock replacement, and another grant for \$300,000 to benefit the ore dock has been placed first in line for awarding through the State. There is also a fundraiser planned for the ore dock in means of a meat raffle and pizza buffet to take place on February 21. The lead lateral replacement program will again take place this summer as the City received a \$300,000 grant to fund this project. Letters went out to citizens this week.

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Agenda Item 5A: Appointments

2018-2019 Election Inspectors

Cliff and Colleen Grand

Doersch moved, George seconded a motion to approve the appointments. The motion carried unanimously by voice vote.

Agenda Item 6: Interview, Nomination and Approval of Filling Ward 3 and Ward 4 Council Member Vacancies (Mayor)

With the resignations of Jerry Teague and Joel Langholz, Ward 3 and 4 Council seats have been vacant, effective December 31, 2017. The term for the Ward 3 seat expires on April 16, 2018 and the term for the Ward 4 seat expires on April 15, 2019. WI statutes say that the vacancy is filled by the Common Council until the next April election (2018), "unless otherwise ordered by the common council."

On January 9, 2018, the City Council approved filling the vacancy for Ward 3 until the next April election (2018) and until the end of the unexpired term for Joel Langholz on April 15, 2019.

The City Clerk published a Ward 3 and Ward 4 Vacancy notice requesting letters of interest in the positions from residents of Ward 3 and Ward 4. The deadline for submission of a letter of interest was Monday, February 5, 2018, at 4:00 p.m. Ella Teague, a Ward 3 resident, had submitted a letter of interest requesting to fill the Ward 3 vacancy through the remainder of the term ending April 16, 2018. Kate Ullman, a Ward 4 resident, had submitted a letter of interest requesting to fill the Ward 4 vacancy through the remainder of the term ending April 15, 2019. The appointed Council members are to be seated on the Council effective February 27, 2018, pursuant to the Resolution passed on January 9, 2018 by the Council.

Ms. Teague spoke to Council about her intentions as a write-in candidate for the April, 2018 election for Ward 3 Alderperson. She has been active in small businesses for much of her career as she has a business degree and a pilot's license. She represented the Ashland Housing Authority as Chairperson for eighteen years, Our Lady of the Lake as President of their Board, and a past President for the Kiwanians for several terms.

George moved, Ketring seconded a motion to approve Ella Teague as the Ward 3 Councilperson. The motion carried unanimously by voice vote.

Ms. Ullman spoke as a newer resident of the City of Ashland moving here 1 ½ years ago, and has been active in speaking to Council on many occasions in the past. She has recently joined the Library Board and is prepared to commit her time and energy representing Ward 4.

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George moved, Ketring seconded a motion to approve Kate Ullman as the Ward 4 Councilperson. The motion carried 6-2 by voice vote; abstained were Mettille and Moore.

George moved, Doersch seconded a motion to seat the appointed Councilors at this meeting by amending the Resolution previously passed on January 9, 2018. Ortman opposed to this as the new Councilors had not gotten an agenda packet in order to prepare and make decisions at this meeting. The Councilors did not, in fact, receive a packet and both felt it was acceptable to wait until the February 27 meeting. After the brief discussion, George rescinded her motion.

Doersch moved, Kinney seconded a motion to seat the appointed Councilors at this meeting. The motion failed 3-5 by voice vote.

Agenda Item 7: Consent Agenda

Agenda Item 7A: Operator’s Licenses

Linda I. Morrow, Annemarie R. Pero, Cari L. Babcock

Agenda Item 7B: Miscellaneous Minutes

Agenda Item 7C: Planning and Development Report – January, 2018

Moore moved, Mettille seconded a motion to approve the Consent Agenda. The motion carried unanimously by voice vote.

Agenda Item 8: New Business

Agenda Item 8A1: Public Hearing for Sidewalk Special Assessments Associated With the 6th Street East Reconstruction and Utility Replacement Project (Public Works)

WI State Statutes require that the Governing Body conduct a Public Hearing whenever proposing special assessments for public improvements.

Preliminary assessment letters and a copy of the Public Hearing notice have been sent to all affected property owners through mailings. This was also published in the Daily Press on January 24, 2018. The letter included the anticipated special assessment amount to be charged to the property.

A Preliminary Report on Special Assessments associated with the 6th Street East Reconstruction and Utility Replacement project has been completed by the City Engineering Department. A copy of this report has been made available for public review at City Hall.

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Ortman moved, Doersch seconded a motion to move into Public Hearing. The motion carried unanimously by voice vote.

Frank Kasper, 505 6th Street East, spoke to Council in opposition to the proposed sidewalk to be placed on the north side of the street during the project. This would place the walkway within 4 feet of his front deck, and include removing several trees along the few blocks of 6th Street East. This also places the burden on a few homeowners who are unable to afford the additional costs and the need to shovel the sidewalks that are already not being maintained on the south side of 6th Street.

Campbell stated she did not receive any verbal or written comments at Public Works from the residents of 6th Street East.

After Lewis recognized there were no other residents who wished to speak to Council, Doersch moved, Ketring seconded a motion to move out of Public Hearing. The motion carried unanimously by voice vote.

Agenda Item 8A2: Approval of Final Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefited Property in the City of Ashland, Ashland County, Wisconsin for the 6th Street East Reconstruction and Utility Replacement Project (Public Works)

After Council heard from citizens during the public hearing, Council was asked to direct staff to make any appropriate changes to the assessment report and pass the final resolution authorizing public improvement and levying special assessments against benefited property in the City of Ashland, Ashland County, Wisconsin.

George moved, Ketring seconded a motion to approve the Resolution authorizing public improvement and levying special assessments against benefited property in the City of Ashland, Ashland County, Wisconsin for the 6th Street East Reconstruction and Utility Replacement Project.

Much deliberation ensued regarding the process of holding a public hearing after the resolution of placement and/or approval of the sidewalks. It was noted that the agenda bill for this meeting was regarding applying the special assessments only as the decision was already made by Council to keep the north sidewalk in the project plans.

A roll call vote on the motion resulted in a tie 4-4 vote; opposed were Mettelle, Kinney, Ortman, and Moore. Mayor Lewis voted in approval of the resolution to break the tie vote. **(File #17425)**

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Agenda Item 8B: Presentation and Update by Betsey Harries, AADC Executive Director (Mayor)

Betsey Harries, Ashland Area Development Corporation Executive Director, presented an update on the activities of AADC, including Business on Stage which is held quarterly and is recorded for their website. The Evergrow Learning Center is moving forward through a collaborative effort of the community, hoping to possibly open for business in May. The Lake Superior Center for Fisheries, Aquatic Science and Education Initiative is a project funded entirely through grants for community education as part of the waterfront development plan, not including the ore dock. She ended with a conversation regarding the opioid addiction issues our area is facing and AADC's dedication in helping find a solution together with the community.

Agenda Item 8C: Approve a Resolution in Support of Financial Assistance for the Apostle Islands National Lakeshore in Responding to the Devastating Effects of a Historic Nor'Easter Storm on Lake Superior on October 27-30, 2017 (Mayor)

Council unanimously passed a Resolution at the December 12, 2017 meeting in support of urging the United States Congress to create a reliable, predictable stream of resources to address deferred maintenance needs in America's National Park System. This resolution is in support of a request for specific financial assistance to the Apostle Islands National Lakeshore to repair storm damage resulting from a historic storm that took place in October, 2017.

Kristy Jensch, representing the Apostle Islands Historic Preservation Conservancy, was present to answer questions about this effort. A list of those municipalities and entities who have signed on to the draft request so far is identified at the top of the Draft Letter in the Council packets.

Mettille moved, George seconded a motion to approve the Resolution in support of financial assistance for the Apostle Islands National Lakeshore in responding to the devastating effects of a historic nor'easter storm on Lake Superior on October 27-30, 2017. The motion carried unanimously by voice vote. **(File #17426)**

Agenda Item 8D: Approve a Resolution to Amend the Conditional Use Permit for New Day Shelter in the City Center (CC) District, Parcel #201-01684-0000 (Planning & Development)

A Conditional Use Permit request was approved for the New Day Shelter (Northwoods Women, Inc.) to operate an emergency residential facility at 301 Ellis Avenue by the Plan Commission on July 18, 2017 and by Council on July 25, 2017. The CUP was approved contingent on the following conditions:

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- a. Applicant shall work with Planning on a new parking lot plan, to indicate no more than 27 spaces to be provided, and revert excessive asphalt to green space. Remaining asphalt shall be improved to eliminate breakage/holes and striped to indicate locations of parking spaces.
- b. A building permit shall be required for the addition of a fenced in smoking area, as well as for the placement of any storage sheds to accept donations. Details of fence shall be submitted to planning for review and approval.
- c. Any exterior lighting shall be shielded or be full cut-off fixtures.

New Day Shelter requested to amend their existing CUP in the following ways:

- To change the location and design of the smoking shelter. They would like to relocate it to the east side of the building rather than the approved west side, as site constraints have made positioning it on the east side the only viable option. Additionally, they are amending their plan for the smoking shelter from a fenced in area to a secure, enclosed smoking shelter that will be designed to complement the principal building. A secure gate will be installed on the south side of the smoking shelter for emergency egress.
- The allowance of fencing that is 6’ high (up to 4’ is allowed in a front yard without a Conditional Use Permit) on the north, east, and south sides of the enclosed play area to create a physical and visual barrier from the surrounding roads. The west side of the play area would be 4’ high to allow supervision of the playground by staff inside of the building. It will also be gated, as it serves as the point of access to the play area. The fence will be a board-on-board with natural wood finish.
- To increase the number of allowed parking spaces from 27 (as identified in original CUP) to 30 spaces based on finalized building uses and square footages. Calculations for the allowable maximum parking spaces are attached. Per the proposed plan, 30% of the existing asphalt area will be converted to green space. The existing parking lot is in poor condition and will be replaced and striped as depicted.

Board member of the New Day Shelter, Tom Potterton, was present and recognized to answer questions of the Council.

Mettille moved, Ketring seconded a motion to approve the Resolution to amend the Conditional Use Permit for New Day Shelter in the City Center (CC) District, Parcel #201-01684-0000. The motion carried unanimously by voice vote. **(File #17427)**

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Agenda Item 8E: Approval of Agreement by and Between the City of Ashland and Town of Sanborn for Fire Protection and Emergency Medical Services (City Administrator)

The City had been providing fire and ambulance (emergency medical) services to the City and several surrounding towns for some time, and has contracts to provide firefighting services to the Towns of Gingles, Eileen, and Pilsen. The City was also contracted to provide ambulance services to the Towns of Gingles, Eileen, Pilsen, and White River. The City's contract with the Town of Sanborn expired on December 31, 2017.

Similar terms had been negotiated with the Town of Sanborn that were consistent with those established for those townships that have ten year agreements with the City: annual fee based on population served, and 1.5% fee increases from year to year.

The Town of Sanborn approved the 2018 agreement with the City of Ashland to continue fire protection and emergency medical services through 2018. The City Administrator recommended approval.

Ketring moved, Moore seconded a motion to approve the agreement by and between the City of Ashland and the Town of Sanborn for fire protection and emergency medical services. The motion carried unanimously by voice vote.

Agenda Item 9: Adjournment

George moved, Ketring seconded a motion to adjourn. The motion carried unanimously by voice vote.

Respectfully submitted,

Denise Oliphant
City Clerk

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PRESENT: Holly George, Richard Ketring, Carl Doersch, David Mettillie, Pat Kinney, Charles Ortman, Dick Pufall, Jackie Moore

ABSENT: Donna Williamson

ALSO PRESENT: Mayor Deb Lewis, City Administrator Mary Garness, City Attorney David Siegler, City Clerk Denise Oliphant, Public Works Interim Director Sharon Campbell

Agenda Item 1: Roll Call

Roll call was taken by the Clerk.

Agenda Item 2: Council President's Report

Council President Kinney noted that the Lake Superior Science Center was in fundraising mode and concentrating on the education piece. He invited anyone with ideas and comments about the Center to speak with him.

Agenda Item 3: City Administrator's Report

Garness had nothing to report.

Agenda Item 4: Approval of the Agenda

Ketring moved, Doersch seconded a motion to approve the agenda as presented. The motion carried unanimously by voice vote.

Agenda Item 5: Discussion and Possible Action Regarding Bonds for Construction Projects (Councilor Ortman)

Councilor Ortman requested a discussion regarding bonds for construction projects. He wished to discuss why the City requires bonds and what is considered when determining whether or not to invoke a bond.

In particular, Ortman wished to discuss the 6th Street project from Sanborn Avenue to Ellis Avenue that was completed in 2016 and why the City of Ashland has not invoked the bond for this project. On August 29, 2017, the Council was asked to appropriate \$18,500 from Fund 470 for geotechnical testing rather than invoking the bond. He also wished to discuss what would need to happen before the City of Ashland would consider invoking this bond.

Questions presented to Attorney Siegler by Ortman included: What is the point of a performance bond; Does a performance bond guarantee payment to the City; How are we (the City) saving money by invoking/not invoking the bond; Why have we not called the bonding company as of yet; If a lawsuit

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does result, how do we deal with any possible improper action or decision made by a City employee. Siegler answered by stating that a performance bond is to provide a source of funds if a contractor breaches a contract although it is not a guarantee of payment such as an insurance policy may be. The City is continuing to work with the parties involved in the 6th Street West project without involving the bonding company at this point, and monies being spent by the City are through the USDA who originally funded the project. Lewis stated that the USDA is involved in talks and discussion has been encouraging, and the reason for the RFP for a third party's opinion is to find the reason for the failure of the roadway. Siegler concluded that there could be more to discuss but this would require a closed session as talks with all involved parties is ongoing. Ortman reasoned that he would accept a closed session if others agreed, but was also fairly satisfied with the answers given already. In comparison of the 6th Street West project and the US Hwy. 2 project still under litigation, Ketring voiced that the two projects are not comparable as they are completely different projects with completely different circumstances.

It was determined that questions were answered and a closed session would not be necessary at this time.

Agenda Item 6: Discussion and Possible Action Regarding Reducing the Size of the Ashland City Council (Councilor Doersch)

Councilor Doersch requested a discussion regarding the size of the Ashland City Council. He previously requested this discussion at the September 21, 2010 Committee of the Whole meeting. That agenda bill stated:

In an effort to reduce costs, discussion has ensued regarding the membership of the Common Council. Discussions regarding reducing the size of the Council have been discussed during budget meetings and have also been brought to light by Councilor Doersch. Reducing the size of the Council from eleven members to seven members will significantly reduce the costs related to labor, training, and overhead.

In 2010 when researching this topic, Council was informed that it would be best to consider this topic ahead of a census rather than after a census. Therefore, it was timely to revisit the topic. Below are the reasons Councilor Doersch asked the Council to consider reducing the size of the Council.

- 1) By doing it in advance of 2020 (census year), it would give the County time to adjust their districts if they so wished.
- 2) In the last few years, none of the Council elections have been contested. With fewer districts plus at-large contests, more people could be interested in being involved in city government. Democracy means giving people choices for whom to vote for.
- 3) With fewer people on City Council, the pay could be raised which would also be an incentive for people to participate.
- 4) Fewer Council members would make for a more efficient government.

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In 2013, reducing the Council size was again discussed. The minutes from the June 25, 2013 Committee of the Whole meeting include:

Comments from Councilors on reducing the Council size included: 1) there would be shorter meetings; 2) keep Council as is because there are a lot of people in some wards to represent; 3) give up pay for attending meetings; 4) reduce size at census time; 5) cost savings to City; 6) reduce size of Council because of size of the City; 7) favor at-large Councilors; 8) if Council pay is raised, more people could focus on doing a good job in these positions.

Doersch requested that Council consider directing administration to research the pros and cons of reducing the Council size. This may be through an Ad Hoc Committee if the administration and Council supported that approach.

Suggested Motion: Direct the City Administrator to create a plan that would reduce the size of the Ashland City Council in 2020 (or thereabouts when census data is available) which would include the redrawing of district lines and having at-large members.

A motion was made by Doersch for an Ad Hoc Committee to be formed to research, discuss and make suggestions to Council, seconded by Ketring.

Doersch reiterated previous comments that for several years, Council elections were not being contested, the 2020 Census is approaching making this a good time to revisit the issue, and that he felt at-large positions may be a good option.

Pufall noted that any changes made in this regard will directly affect the County Board seats. Doersch noted if all of the Council seats were at-large, the County may not have an issue. Moore pointed out that the County Board currently has three open and uncontested seats available, and that this would be an opportune time to investigate this issue. Ortman did not feel this would be an advantage to the citizens and would, in fact, propose to increase the number of Council seats. Ketring felt he would support possibly two at-large seats and felt it was worth further discussion. After Pufall restated his concern of the effects of reducing Council would have with the County Board, Siegler pointed out there were provisions provided in the statutes that would make it work.

Kinney reminded Council that this is the time to address things with the 2020 Census approaching. He admitted redistricting and making the wards equal in population would be a challenge although other communities have done this successfully, and he supports the motion. He also mentioned that Duluth has a much smaller Council with ten times the population as Ashland. Ortman questioned if reducing the Council size would make for a better governing body and doesn't feel this move would serve the City well.

The motion to allow administration to include the Mayor, Administrator, and Clerk to research and make recommendations to Council at the May 29th Council meeting carried 6-2 by voice vote; opposed were Ortman and Pufall.

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Agenda Item 7: Discussion and Possible Action on City of Ashland Sidewalk Snow Removal Policy (Councilor Ketring)

This discussion was a continuation of a process initiated by Councilor Ketring regarding sidewalk snow removal and designation of year round priority sidewalk routes. The Parks and Recreation Committee approved a Walkability Map for East and West areas of Ashland that should be considered high priority routes for snow removal. Ordinance 530 places primary responsibility for snow removal on sidewalks on adjacent property owners. In the past, discussions have focused on balancing the priorities, existing demands and staffing levels in departments such as Public Works and the Police Department with the desire to add additional services.

It was suggested as next steps that Council adopt the two Walkability Maps to identify high priority areas for enforcement. It was also recommended that efforts be made to educate the public of the benefits of being a walkable community, that a public forum be held to invite all adjoining landowners to the routes identified, and inform them of the desire for maintaining walkable sidewalks year round. Perhaps a sustainability intern could be utilized to help communicate with the public and identify and troubleshoot obstacles for those properties which will require additional assistance. In addition, Public Works, the Ashland Police Department, and the City Attorney must be involved in seeking solutions for resolving issues of non-compliance.

Councilor Ketring had stated the following concerning this issue:

“My initial concern was for the apartment occupants in the area between Vaughn Avenue and 9th Avenue between 6th Street and Main Street as a winter accessibility and wellness issue.... To provide for improved winter access for the most people to downtown I would include Vaughn Avenue BOTH sides from Sixth St. to Main, Sixth Avenue BOTH sides starting in the parking lot area of the apartments to and through the underpass to the lake, Chapple Avenue BOTH sides from Sixth St. to Hwy 2 (MacDonalds), MacArthur Avenue BOTH sides from the apartment parking area to Hwy 2, and 9th Avenue (the apartments are home to many with restricted abilities. I remember Ed Griffiths on snowy days in the middle of the street with his electric wheel chair) BOTH sides from Sixth Street to Main Street.

The 5th street corridor should be in the plans to plow in the winter at some future time. The original intention was for the snowmobile trail to run alongside of the paved trail. That still can and should be done from Beaser to Ellis as the pedestrian traffic is constant all winter long on the corridor.

I believe there should be considerations of additional sidewalks on Beaser from 15th South to provide full access to the MMC campus. There should be at least two winter guaranteed priority routes from Northland Campus to downtown along Ellis and another possibly Chapple or Vaughn. The access to the county services building needs a sidewalk installed. When asked during early planning the City Administrator accepted the idea and claimed there was funding enough to accomplish the extension along Sanborn from the 5th Street corridor to the annex. I don't know what happened to the sidewalk plan.

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In addition there has been discussion and acceptance in the past of connecting the apartments along the corridor to the corridor at the South end of MacArthur Avenue, and from the apartments on the end of Sixth Avenue and the Impact Seven apartments located on Sixth Street.

I think we should focus on the more densely populated and heavily traveled routes first and use a phased approach with repeated consistent enforcement.”

Ketring reinforced his previous points by suggesting adding primary routes for snow removal throughout the City and to enforce the policy already in place. Ortman questioned if the City already does some sidewalk snow removal and Campbell replied that yes, there are a few the City already does. Lewis added that it was estimated that it would take the City an extra 1-2 days of labor to clear all of its sidewalks. Ortman suggested to monitor this policy just as the property maintenance was handled during the past summer. Doersch explained his concern for the ice remaining after the sidewalks are cleared and how we address that. Garness felt it would be prudent to first offer to educate the public as to why there are priority areas, why the ordinance needed to be enforced and how the City can help. George supported Ortman’s suggestion stating the City needed to do just as the property maintenance ordinance was enforced though the past summer.

Mettille did not feel it was fair to all citizens to do a selective enforcement plan and supported the idea of educating the public first. Ketring asked if forming a committee to work on this issue would be meaningful but others disagreed stating the City didn’t need any more committees.

George moved, Mettille seconded a motion to re-educate the public and begin enforcement of the snow removal ordinance by means of a phased-in approach beginning with priority routes as suggested by Ketring. The motion carried unanimously by voice vote.

Agenda Item 8: Adjournment

Pufall moved, Moore seconded a motion to adjourn. The motion carried unanimously by voice vote.

Respectfully submitted,

Denise Oliphant
City Clerk



AGENDA BILL

Ref: 045

COMMITTEE AGENDA:
COUNCIL AGENDA: 5A (2/27/18)

SUBJECT: Mayoral Appointments

MUNICIPAL LIBRARY BOARD

Rachel Coughtry, Bayfield County Rep., term expires April 17, 2021 (reappointment)

RECOMMENDATION: Approval

DATE SUBMITTED: February 19, 2018

CLEARANCES: N/A

EXHIBITS: Volunteer Form

EXPENDITURES REQUIRED: N/A

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: N/A

SUMMARY STATEMENT:

The Mayor is recommending the appointment as listed.

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RACHEL COUGHTRY

OFFER TO VOLUNTEER FORM

Mayor Debra Lewis, City of Ashland, 601 Main Street West, Ashland, WI 54806
Phone: 715-682-7071 Fax: 715-682-7048 dlewis@coawi.org

I would like to be considered a nominee for the following Committee or Committees:

Vaughn Library

Brief statement of education and training:

BA English

M.Phil - Human Ecology

Biography:

(Need a sense of who you are as an individual. Examples: general background, work history, life experiences, volunteer activities, special interests, special skills, hobbies, personality, people skills, etc.)

I work for ULITC as a Disability Benefits Specialist, sewing 6 tubes. I am on the Bayfield Co Board, Drummond School Board, Bayfield Co Housing Authority, and Habitat for Humanity Board. I teenagers. I read and hike.

Individual References or Referred by (include phone #):

Mark Abeles Allison, Bayfield Co Administrator asked that I represent Bayfield Co on this committee. 715 373 6100

Contact Information:	<u>Rachel Coughtry</u>	<u>7155631140</u>
	Name (Print)	Phone Number
	<u>61565 US Hwy 63 Masam WI 54856</u>	
	Address	
	<u>rachelcoughtry@gmail.com</u>	<u>2/2/18</u>
	Email:	Date



AGENDA BILL

Ref: 044

COMMITTEE AGENDA:
COUNCIL AGENDA: 6A (02/27/18)

SUBJECT: Operator's Licenses

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

DATE SUBMITTED: February 5, 2018

CLEARANCES: Approved by Police Department

EXHIBITS: N.A.

EXPENDITURES REQUIRED: N.A.

AMOUNT BUDGETED: N.A.

APPROPRIATION REQUIRED: N.A.

TREASURER'S CERTIFICATE: N.A.

COMPLIANCE WITH ORDINANCE 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, (Council Rules) permit the mayor and/or clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: N.A.

RECOMMENDATION: Motion to approve Operator's Licenses

SUMMARY STATEMENT: The following individuals have applied for an operator's license:

Sean M. Vandervort

Kenya M. McAuliffe

City of Ashland- Housing Committee Meeting Minutes

A meeting of the Ashland Housing Committee was held on **Wednesday, January 10, 2018, at 8:30 a.m.** in the **Council Chambers at City Hall, 601 Main St. West**

Committee Members Present: Mayor Lewis, Bob Miller, Ana Tochterman, Jen Lucius, Betty Harnisch, Liz Franek

Excused: Mark Hoglund, Joel Langholz, Ginger Nuutinen

Staff Present: April Kroner, Megan McBride

In Attendance: Sam Ray

Bob Miller opened the meeting at 8:40 a.m.

Agenda

1) **Consent Agenda**

Motion to approve the agenda by Jen Lucius. Seconded by Betty Harnisch. Passed unanimously.

2) **Approval of minutes from December 13, 2017**

Motion to approve minutes by Liz Franek. Seconded by Jen Lucius. Passed unanimously.

3) **Citizen Comments**

Sam Ray, the Benevolence Manager for the BRICK, explained that she is seeing a lot of people struggle to pay rent as it takes up significant portions of their monthly income. The issue is worsened this time of year when it's very cold. She explained that to ensure fairness and help as many people as possible, clients are only able to receive financial assistance every 12 months and payments typically go directly to the vendor (e.g. landlords, utility provider, etc.). She said this also eliminates the fear that people are taking advantage of the system.

Mayor Lewis asked how the voucher program works.

Sam Ray explained that money is paid directly to the vendor, which could be a landlord, electricity company, etc. She said that the central issue is trying to keep people in their homes, and the combination of limited incomes and higher energy bills in the winter time makes it even more difficult.

4) **Old business**

- a) Updates
 - i. Update on Property Maintenance
 - a. 612 6th Street West

Bob Miller explained that the house has been cleaned out, and he will be working with the owner to encourage them to make repairs. The owner plans to sell the property.

b. 16th St E

Bob Miller explained that this vacant home was offered as a donation to the city. However, the county may now obtain the property since the taxes have not been paid. The county would then consider partnering with the woodworking program at WITC to do some of the repairs.

c. Garages

Bob Miller explained that a property maintenance priority for the summer will be to work with property owners to address accessory structures that need to be repaired or demolished.

d. 509 Main St W

Bob Miller said that the property owner (People's Bank) has addressed the necessary repairs and is now actively trying to sell the property.

e. 600 Main St E

Mayor Lewis explained that this property was looked at by a group in the community interested in providing sober, safe housing in the community. This would be transitional housing for people coming out of treatment programs or jail to provide stable, affordable housing for six months to a year.

Liz Franek expressed concern about this location's close proximity to bars.

Mayor Lewis pointed out that this would likely be an issue in any central location where services are offered.

ii. Update on CDBG

Bob Miller provided a report detailing the current CDBG account balance. He also explained that he is working to line up a project at 600 16th Ave W which will likely cost approximately \$40,000.

5) New business

a) Discussion to update and prioritize the city's Strategic Housing Plan

Mayor Lewis explained that she hoped the committee's discussion could lead to refining the existing strategic plan and establishing specific, prioritized action items that can be presented to Council.

The committee discussed initiatives related to the draft strategic plan, Comprehensive Plan, and SOARs objectives that have already been completed or are in progress. These included:

- Establishing a rental registration ordinance
- New market-rate, multi-family housing opportunities including the apartments constructed by Frank Lipka at 1616 Beaser Avenue, the Beaser fire station

rehabilitation, and the Chapple Avenue condos going into the old health and fitness center on Chapple Ave

- Preparation of the Timeless Timber property for housing on the southern portion of the site
- Outreach to landlords through symposiums in 2016 and 2017 with another planned for June 2018
- Continuing to utilize and streamline our HIP and CDBG programs
- Homelessness symposium held in September 2016
- Meeting and area tour with WHEDA representatives and other surrounding communities to discuss the possibility of a collaborative housing RFP to attract developers
- Identification of "hot spots" of housing blight and disrepair
- Increased collaboration with community partners

#1: Improving the safety and quality of our housing stock

Mayor Lewis explained the rating system for quality of housing that was used during the Comprehensive Plan process, explaining that the houses that were rated 4's (significant disrepair but not unsalvageable) should be most heavily focused on for improvements.

Betty Harnisch asked whose responsibility it would be to correct ratings.

Mayor Lewis explained that the ratings will need to be continually updated as some will properties get better and others will get worse.

Ana Tochtermann asked if the ratings from the Comp Plan were intended to identify blighted area or specific properties.

Mayor Lewis said it's used for both. Overall, the intent is that resources and attention will be focused on areas where disrepair is concentrated and prevalent rather than blocks with mostly nice homes and a few that noticeably need repairs.

Betty Harnisch asked what will be done about homes that are considered 5's (unsalvageable).

Mayor Lewis said that is something the Housing Committee should discuss. The committee could recommend that Council set money aside for strategic demolition.

Bob Miller pointed out that the only legal remedy the city has would be a raze and remove order, which would result in the building being torn down at city expense and creating an empty lot that will need to be maintained.

Mayor Lewis pointed out that the Comp Plan recommends creative infill, so the city could find innovative ways to incentivize positive development on these lots.

Ana Tochtermann said she is in favor of offering incentives to encourage development on these lots and suggested that tiny homes would also be good for this type of infill. She suggested that some of them be affordable which would provide the type of scatter-site affordable housing the committee has been in favor of as opposed to concentrating affordable housing. Ana Tochtermann asked if the ordinance could be considered to

allow for extra units (also known as "in-law units") on lots where a principal structure already exists.

Bob Miller explained that those are already allowed in Ashland as they are considered accessory dwelling units. He said that there are some restrictions on how big the accessory unit can be.

Mayor Lewis said she thinks the key to this approach would be to make sure there is a standard in place to ensure quality infill housing is being built.

Bob Miller noted the outreach that has been done with landlords in recent years, and that the housing stock does look better today than it did 20 years ago so progress is being made.

Mayor Lewis agreed and said that consistency is key in making this progress, as everyone must be treated the same and the ordinances enforced fairly and in a timely manner.

Ana Tochterman asked if there is anything that can be done to collect information about resources available to property owners, and particularly landlords.

Megan McBride said that there is a resource guide now available on the city's "Landlord/Tenant Resource Guide" on the city's website that lists local resources and was compiled with input from area providers.

Ana Tochterman suggested that outreach be done to make people aware of these resources.

Liz Franek suggested that a page be made on the city website specifically for the Housing Committee.

#2: Increasing affordability and expanding affordable housing units for all income groups

Ana Tochterman announced that the housing study performed by the Center for Rural Communities was completed, and highlighted some of the significant findings.

Mayor Lewis provided the update that NWCSA is currently waiting on funding to be approved by the federal government, at which time they would like to move forward with creating affordable housing with funds from the HOME program (through HUD) on donated city lots. She also explained that WHEDA funds could be used to incentivize affordable housing units in the upper levels of 509 Main St W. She asked if the committee thought that housing at 509 Main St W would be attractive to seniors.

Betty Harnisch said that it could be if marketed correctly and if seniors were involved in the planning process to ensure it would meet their needs and be accessible.

Jen Lucius pointed out that many people imagine senior housing as being on one level to make it accessible, so the developers should be thoughtful about this if seniors are their

target demographic. She also noted that the noise downtown may be a deterrent for some seniors.

Ana Tochterman suggested that partnerships could be formed with private lenders to increase affordability of housing. She also said that tiny homes as infill could be another way to address this.

Mayor Lewis mentioned that she has seen smaller, inexpensive lots for sale around the city and asked if the city would need to change its ordinances to allow people to build tiny homes on these lots.

Bob Miller explained that if the site design met all necessary setbacks they would currently be allowed to so.

Mayor Lewis asked if there are minimum home size requirements.

Bob Miller said that there are no laws mandating minimum home size. He mentioned that it is often expensive to build new, even a tiny home, which is why rehabilitation of existing housing is often more economically feasible.

Mayor Lewis suggested that building new infill could be incentivized.

Megan McBride explained that minimum lot size requirements could inhibit tiny home development on smaller, undeveloped lots. She said she would look into how other communities regulate this, such as granting exceptions to minimum lot sizes for small homes if they still meet all setback requirements.

#3 Transitional housing options

Mayor Lewis explained that Betsey Harries has been working to bring community partners together such as the county drug court, law enforcement, and providers to discuss how to address the lack of transitional housing in the area.

Bob Miller mentioned that the building across the street from Our Lady of the Lake may be torn down, but could be a good opportunity to provide housing instead.

Ana Tochterman said that there may be pushback against locating transitional housing across from the school.

Liz Franek suggested that the building New Day Shelter will soon be moving out of would be a good option for transitional housing.

Mayor Lewis said that this would be a good option since it is already set up for housing and is not located in a residential neighborhood so there likely wouldn't be much opposition in the area. She also suggested that an old school or church in the area could be renovated into housing.

Ana Tochterman suggested that permanent housing for people with special needs (mental health, substance use, etc.) be added as a priority to the strategic plan.

- b) Set next meeting date and discuss possible agenda items
 - The next meeting will take place on February 14th
 - The next landlord symposium will take place in June
 - Further discussion of the strategic plan will be on the agenda for the next meeting, with the goal of creating concrete action steps

6) **Announcements**

No additional announcements.

7) **Adjournment**

Motion to adjourn by Betty Harnisch. Seconded by Jen Lucius. Passed unanimously.

Meeting was adjourned at 9:30am. Minutes done by Megan McBride

Minutes of the City of Ashland Plan Commission

A meeting of the Plan Commission was called to order on **Tuesday, February 6th, 2018**
at 6:30 p.m. in the City Hall Council Chambers.

- PRESENT:** Mayor Lewis, David Mettille, Ernie Bliss, Mike Amman, Katie Gellatly, Charmaine Swan
EXCUSED: John Beirl
STAFF: April Kroner, Megan McBride
OTHERS:

MEETING AGENDA ORDER

1) Call to Order and Roll Call

Mayor Lewis called the meeting to order at 6:30pm.

2) Approval of Agenda

Motion to approve the Agenda by David Mettille. Seconded by Ernie Bliss. Passed unanimously.

3) Consent Agenda

Motion to approve minutes from January 16th by Mike Amman. Seconded by Katie Gellatly. Passed unanimously.

4) Public Comment

Norm Engstrom, who worked on developing the bike plan, spoke in favor of the overall plan. He emphasized that there is currently no safe way to get to the hospital along Beaser Avenue as the road narrows considerably near the high school.

Dave Ullman, who also helped to develop the bike plan, voiced his support for the overall plan. He recognized that prioritization will need to occur as the entire plan cannot be implemented all at once. He recommended that 11th Street be prioritized as it is a primary corridor to the schools and is also quite wide so traffic tends to drive quite quickly on this road. Therefore, the addition of bike lanes here would be relatively easy and would also help to slow traffic.

Pete Olson, who also assisted with development of the bike plan, voiced his support for the plan and commended the Northland student Aidan Johan who created it.

5) Action Items

- a) Public Hearing and Consideration to Amend the Conditional Use Permit to allow an emergency residential facility at 301 Ellis Avenue, zoned City Center (CC). Applicant: New Day Shelter (Northwoods Women Inc.)

Motion to go into Public Hearing by David Mettille. Seconded by Charmaine Swan. Passed unanimously.

Megan McBride went through the criteria of approval from the staff report and explained the recommended amended conditions of approval.

Mike Amman asked what type of fencing would be used for the play area.

Megan McBride explained that it would be a board-on-board fence with a natural wood finish.

Motion to go out of Public Hearing by David Mettille. Seconded by Katie Gellatly. Passed unanimously.

Motion to approve amendment to the Conditional Use Permit by David Mettille. Seconded by Ernie Bliss. Passed unanimously.

6) Discussion Items

a. Update and discussion on implementation of the city's bike plan

Megan McBride provided the update that grant funding has been applied for to include bike lanes as part of the Sanborn Avenue reconstruction project.

Charmaine Swan asked what costs are involved in adding bike lanes.

Megan McBride explained that in some cases it would just require paint for striping or signage, but the grant funding for the Sanborn Ave project would be to assist with costs of widening the shoulder of the road to better accommodate the addition of bike lanes. She explained that there are other grant opportunities available that she and the sustainability intern will be pursuing.

Mike Amman suggested that people who helped create the bike plan be consulted to identify the "low-hanging fruit" items that would be relatively inexpensive and easy to implement.

Katie Gellatly recommended that 11th Street be evaluated to determine if it is currently wide enough to stripe bike lanes.

Charmaine Swan said that she supports getting bike lanes on 11th Street as this is a primary route for many children to get to school. She also emphasized how unsafe it can be to bike on Main Street currently and suggested that addressing this also be prioritized.

David Mettille agreed that making biking safe on Main Street is important, but will not be a low-hanging fruit item to implement as it will take additional planning and likely need to be part of a larger coordinated effort to make our Main Street more pedestrian-friendly. He expressed support for prioritizing 11th Street as it is a main corridor in the city, particularly for children to get to school.

Charmaine Swan pointed out that the only existing bike lane in Ashland is along Binsfield Road, but since there are no lanes on Ellis or Beaser there is no connection.

Mayor Lewis suggested that Ellis Avenue could be good to focus on as it is wide, a major corridor, and would provide this connection to Binsfield.

Katie Gellatly suggested that Ellis, Maple, and 11th Street be evaluated to determine the feasibility of prioritizing them.

Norm Engstrom explained that Maple Lane was evaluated as part of the bike plan, but is quite narrow and was recently resurfaced so additional consideration will be needed to determine how to provide safe biking opportunities.

Mayor Lewis asked for clarification regarding the difference between a bike boulevard and a bike lane.

Dave Ullman explained that bike lanes are designated using a solid stripe, whereas bike boulevards are typically a shared road between cars and bikes marked using signage or sharrows.

Pete Olson explained that bike boulevards are relatively easy to implement. He highlighted that a place where this could have a significant impact would be along Junction Road to create a full loop including the corridor and waterfront trail. He did point out that there were discussions of providing a paved connector where the 5th Street

corridor meets Junction Road as there is not currently a connection that does not require bicyclists to ride on gravel.

Mayor Lewis suggested that grant funding could be sought for a paved connector.

Charmaine Swan said she would especially like to see safe routes to school prioritized in implementation.

Mike Amman brought up the "pinch point" along Beaser Avenue where it narrows as another location that will require additional planning and possibly grant funding to address.

Mayor Lewis suggested that bike traffic could be diverted onto the sidewalk in the location where the road narrows on Beaser.

Dave Ullman explained that it is often dangerous to have bicyclists merge in and out of traffic in this way as cars tend to be less aware of bicyclists as they re-enter the road. He suggested that removing the boulevard and installing a bike lane would be the easiest solution.

Katie Gellatly suggested that Megan work with Aidan to develop a prioritized list with action steps of implementation opportunities that takes into account the Plan Commission's discussion as well as cost and difficulty of each item.

Charmaine Swan asked if work is being done to provide more bike racks in town.

Megan McBride explained that the high school's welding program is currently developing designs and will be partnering with the city to create bike racks that will be placed in the downtown in spring of 2018.

Charmaine Swan suggested that having some covered bike rack options would also be helpful.

Katie Gellatly said that there may be cost sharing opportunities with downtown business owners who would like bike racks near their store.

7) Announcements / reports / comments / questions

Ernie Bliss requested that a discussion take place at the next Plan Commission meeting regarding the role of the Plan Commission in city decision-making and how current approval processes could be streamlined in the future.

8) Adjournment

Motion to adjourn made by Ernie Bliss. Seconded by David Mettille. Passed unanimously.

The meeting was adjourned at 7:15p.m. Minutes by Megan McBride.



AGENDA BILL

Ref: 028

COMMITTEE AGENDA:
COUNCIL AGENDA: 7A (02-27-2018)

SUBJECT: Approval of an Ordinance to Amend Chapter 544 (1026), Ashland City Ordinances, Vehicular Stopping and Parking, to Place a Disabled Handicap Parking Sign at 408 14th Avenue West

RECOMMENDATIONS: Approval

DEPARTMENT OF ORIGIN: Disabled Parking Enforcement Assistance Council

DATE SUBMITTED: February 6, 2018

CLEARANCES: Approved Unanimously at Disabled Parking Enforcement Assistance Council Meeting February 27, 2018
City Clerk

EXHIBITS: A-Proposed Ordinance
B-Disabled Parking Enforcement Assistance Council Minutes, February 27, 2018 *(to be handed out at the meeting)*
C-Section 544.23 of Ordinance 544 (1026)

EXPENDITURES REQUIRED: None

AMOUNT BUDGETED: N.A.

APPROPRIATION REQUIRED: N.A.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

A request for Ms. Nancy Nelson was forwarded to the Disabled Parking Enforcement Assistance Council to request a Handicap Parking sign at 408 14th Avenue West.

Please refer to the draft minutes of the DPEAC meeting from February 27, 2018.

The Clerk is requesting approval from the Council for disabled parking signage for resident Ms. Nancy Nelson at 408 14th Avenue West.

Sequential Ordinance No. _____

Chapter No. _____

ORDINANCE TO AMEND CHAPTER 544 (1026), ASHLAND CITY ORDINANCES, VEHICULAR STOPPING AND PARKING

An ordinance adopted by the Common Council for the City of Ashland at its regular meeting of February 27, 2018, for the purpose of adding a residential disabled parking sign in a residential area at 408 14th Avenue West by amending Chapter 544, Ashland City Ordinances.

SECTION 1:

Amend Section 544.23: *Reserved Parking in Residential Areas* by adding the following:

(k) 408 14th Avenue West

Section II:

Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

PASSED: February 27, 2018

Councilperson

PUBLISHED:

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

David J. Siegler, City Attorney

544.23. Reserved Parking in Residential Areas. In addition to the locations identified in Section 544.06, the following parking spaces in residential areas are also designated as reserved parking for motor vehicles used by physically disabled persons:

- (a) 307 Beaser Avenue.
- (b) 617 Prentice Avenue.
- (c) 1006 Vaughn Avenue.
- (d) 622 Prentice Avenue.
- (e) 610 2nd Avenue West.
- (f) 213 10th Avenue West.
- (g) 304 Beaser Avenue.
- (h) 713 6th Avenue West.
- (i) 411 Beaser Avenue.
- (j) 1420 3rd Street West.



AGENDA BILL

Ref: 041

COMMITTEE AGENDA
COUNCIL AGENDA: 7B (02-27-2018)

SUBJECT: Approval for Police Department to Purchase New Vehicle and Waiver of Advertising Requirement per Chapter 194.04, Ashland City Ordinances

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Police Department

DATE SUBMITTED: February 16, 2018

CLEARANCES: City Administrator, Finance Director, Chief of Police

EXHIBITS: A-Bid Received from Ashland Ford Chrysler
B-Treasurer's Certificate

EXPENDITURES REQUIRED: \$37,001.50

AMOUNT BUDGETED: \$29,301.50-Fund 462 - Police Department Capital Equipment
\$7,700.00 – Fund 100 – Police Department Operating

TREASURERS CERTIFICATE: The City Treasurer advised that the Ashland Ford Chrysler Center – 28715 US Hwy 2, Ashland, WI is in compliance with City Ordinance Chapter 923.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

RECOMMENDATION: Motion to approve the waiver of the advertising requirements per Ashland City Ordinances, Chapter 194.04 and approve the bid from Ashland Ford Chrysler for the purchase of a new Police Department vehicle

SUMMARY STATEMENT: Each Police vehicle is driven approximately 40,000 miles per year. Each year, there is a need to replace a patrol vehicle, if not two. This year, we will be replacing a 2013 Ford Explorer as it has 120,000 miles. The 2013 squad car will be re-fitted as the Humane Officer's vehicle. The current vehicle the Humane Officer uses is a 2004 Ford Explorer with 110,000 miles. The city garage mechanics have listed this vehicle as a vehicle which should be sold as soon as possible. The 2004 vehicle will be traded-in and is listed below. The trade-in value is an estimate based off Kelly Blue Book trade-in value.

The Police Department is requesting waiver of Ashland City Ordinances, Chapter 194.04, requiring advertising for purchases over \$30,000. A solicitation for bid was made to each dealership in Ashland. Only one bid was submitted by Ashland Ford Chrysler.

Sec. 194.04. Purchases of more than \$30,000. Purchases of more than \$30,000 may be authorized by the City Council upon advertisement, unless the advertisement requirement is waived by a majority vote of the City Council. Advertisement may be supplemented by solicitation or, upon approval by a majority vote of the City Council, may be substituted for advertisement. This section applies to the purchase of tangible personal property and to services, but does not apply to construction contracts under sec. 62.15, Wis. Stats.

As you can see, the amount requested is \$37,001.50 which is less than the amount budgeted for. The reason the amount is smaller than budgeted is due to the fact that we try and use equipment we currently have in order to defray the costs, ie... more with less.

The purchase price of this vehicle will be taken out of Fund 462 and the setup and equipment for the vehicle will be taken from the Operating Budget Fund 100.

Purchase Price, includes fees, and plates	\$30,301.50
Labor (set up)	\$ 4,000.00
Striping Package/install	\$ 500.00
Light Bar package and push-bar lights	\$ 3,200.00
Trade-in Value 2004 Explorer	<u>\$(1,000.00)</u>
Total:	<u>\$37,001.50</u>

32

VIRTCDP

CNGP530

VEHICLE ORDER CONFIRMATION

02/12/18 11:09:57

==>

Dealer: F58446

2018 EXPLORER 4-DOOR

Page: 1 of 2

Order No: 9999 Priority: D1 Ord FIN: QE555 Order Type: 5B Price Level: 820
Ord Code: 500A Cust/Flt Name: CITY OF ASHLA PO Number:

RETAIL		RETAIL	
K8A	4DR AWD POLICE \$32805	549	PWR MIRR HTD \$60
	.112.6" WB	55F	KEYLESS - 4 FOB 340
LK	DARK BLUE	60A	GRILL WIRING 50
YZ	POLICE WHITE	60R	NOISE SUPPRESS 100
9	CLTH BKTS/VNL R	76R	REVERSE SENSING 275
W	EBONY BLACK	85R	RR MOUNT PLATE 35
500A	EQUIP GRP	91A	VINYL PACKAGE 1 840
	.PREM SINGLE CD		FLEX-FUEL
99R	.3.7L V6 TIVCT NC		
44C	.6-SPD AUTO TRAN NC		
18W	RR WINDOW DEL 25		TOTAL BASE AND OPTIONS 36160
19L	EASY FUEL W/LK 20		TOTAL 36160
43D	COURTESY DISABL 20		*THIS IS NOT AN INVOICE*
51Z	DUAL SPOT LAMPS 350		
53M	SYNC SYSTEM 295		* MORE ORDER INFO NEXT PAGE *

F1=Help F2=Return to Order F8=Next
F4=Submit F5=Add to Library F3/F12=Veh Ord Menu
S006 - MORE DATA IS AVAILABLE. QC03925

V1DP0288 2,6

** Bid Price **
~~30276.00~~
 Fees + Plate = 75.50

 30301.50

** Bid Price does NOT include title + plate fees **

VIRTC1DP 

CNGP530 VEHICLE ORDER CONFIRMATION

02/12/18 11:10:04

==>

Dealer: F58446

2018 EXPLORER 4-DOOR

Page: 2 of 2

Order No: 9999 Priority: D1 Ord FIN: QE555 Order Type: 5B Price Level: 820

Ord Code: 500A Cust/Flt Name: CITY OF ASHLA PO Number:

RETAIL

RETAIL

153 FRT LICENSE BKT NC
 SP DLR ACCT ADJ
 SP FLT ACCT CR
 FUEL CHARGE

B4A NET INV FLT OPT NC
 DEST AND DELIV 945

TOTAL BASE AND OPTIONS 36160
 TOTAL 36160

THIS IS NOT AN INVOICE

F1=Help
 F4=Submit

F2=Return to Order
 F5=Add to Library

F7=Prev
 F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC03925

V1DP0288

2,6



3240 Mike Collins Drive
Eagan, MN 55121
888-683-9665 Toll free
651-683-9740 Fax

Quotation

Date	Estimate #
2/12/2018	10928

Bill To
Ashland Police Department (WI) Accounts Payable 601 West Main St. Ashland, WI 54806

Ship To
Ashland Police Department Chief Jim Gregoire 601 West Main St. Ashland, WI 54806

Terms	Est. Delivery from art approval	Rep	Project Name	
Net 30	1 week	Dani	2017 Ford Explorer	
Qty	Description	Price	Total	
1	*Newest Design ULT-2022 (Without Stripes) Reflective Graphics for a 2018 Dark Blue & White Ford Explorer (Unit# 330) with Badge. Includes 911 on rear QP and ASHLAND POLICE on rear.	280.00	280.00	
	Shipping/Handling	20.00	20.00	

This estimate is based on plans and specifications provided at the time the estimate was given. Changes requested by the customer may cause a change in the quoted price. Freight will be added to the invoice unless other arrangements are made. This quote is valid for 30 days.

Authorization Signature and Date

X _____

Subtotal	\$300.00
Sales Tax (0.00)	\$0.00
Total	\$300.00

Denise Oliphant

From: Barbara Clement
Sent: Monday, February 12, 2018 11:04 AM
To: James Gregoire
Cc: Willis Hagstrom; Patti Ekstrom; Denise Oliphant
Subject: RE: Agenda Bill

Jim

Ashland Ford Chrysler Center- 28715 US Hwy 2 of Ashland, WI is in compliance with City Ordinance Chapter 923.

Barbara Clement
City of Ashland Treasurer
601 Main St W
Ashland, WI 54806

(715) 682-7056

From: James Gregoire
Sent: Monday, February 12, 2018 11:01 AM
To: Barbara Clement
Cc: Willis Hagstrom
Subject: Agenda Bill

Hey Barb.

Could you check to see if Ashland Ford is in compliance as I will be getting an agenda bill ready for a new squad car. I need a treasurers certificate to make the bill valid.

Thanks

James C. Gregoire
Chief of Police



601 W. Main St.
Ashland, WI. 54806
(715)682-7062
(715)685-1613 (Direct)
jgregoir@coawi.org



AGENDA BILL

Ref: 042

COMMITTEE AGENDA:
COUNCIL AGENDA: 7C (02-27-2018)

SUBJECT: Approve to Accept a Grant Award From Wisconsin Coastal Management for City Dock Repair Design and Engineering Documents

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks and Recreation Department

DATE SUBMITTED: February 16, 2018

CLEARANCES: Finance Director
City Administrator

EXHIBITS: A-Wisconsin Coastal Management Grant Letter of Award
B-Grant Agreement
C-Wisconsin Coastal Management 2018-2019 Program Grant Application

EXPENDITURES REQUIRED:	\$70,000	Proposed grant award
	<u>\$10,000</u>	Required match
	<u>\$80,000</u>	Total

AMOUNT BUDGETED: \$0

APPROPRIATION REQUIRED: \$10,000 Fund 453 Waterfront Development

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORDINANCE 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, (Council Rules) permit the mayor and/or clerk to schedule items directly for Council action when a timely decision is needed by the City. The Mayor has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances, due to the need for timely action.

RECOMMENDED MOTION: Approve to accept a grant award from Wisconsin Coastal Management for the City Dock repair and design and engineering documents, and use funds from the Waterfront Development Fund as a match.

SUMMARY STATEMENT: The City of Ashland has requested and been awarded assistance from the Wisconsin Coastal Management Program to create design and engineering documents for the failing City Dock at Bayview Park. The grant award is for \$70,000 with a \$10,000 Waterfront Development Fund 453 match which will be used to hire a qualified firm to create design and engineering documents to fix the failing dock.

High water levels and increased wind and wave action have contributed to the undermining of the dock. This has been happening for many decades and an initial investigation in 2007 by JJR LLC stated some potential problems as to why the dock is eroding, but no design or engineering documents were created to fix the problem.

The City Dock is the western most portion of Bayview Park and is the former site of the Reiss Coal Dock #1. It has been run as a City park since the early 1980s and is a popular place for weddings, bird watching, swimming, walking, biking and just relaxing. Stabilization of this site is recommended for continued public use and safety.



STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Scott Walker, Governor
Scott A. Neitzel, Secretary
Dawn Vick, Division Administrator

February 6, 2018

Sara Hudson
City of Ashland
400 4th Ave W
Ashland, WI 54806-

Ms. Hudson:

RE: Wisconsin Coastal Management Program Grant Agreement No. AD159982-016.40

I am pleased to inform you that your Wisconsin Coastal Management Program (WCMP) grant application, CITY DOCK REPAIR DESIGN AND ENGINEERING DOCUMENTS, for the amount of \$70,000, was included in the additional funding request to the National Oceanic and Atmospheric Administration (NOAA).

Final federal approval of our funding request is required before starting grant projects. *No funds may be expended, and no expenses may be incurred (including matching funds) on your project until an agreement is finalized.*

Enclosed is one copy of the proposed grant agreement between City of Ashland and the Department of Administration (DOA), Division of Intergovernmental Relations. Your award is subject to the conditions described in Attachments A and B of the Award. If your grant amount is over \$100,000, you are required to complete and return federal form CD-512, "Certification Regarding Lobbying." Please sign the grant agreement and form CD-512 (if applicable) and return all pages of the documents ASAP to:

Grants Specialist
Division of Intergovernmental Relations
Department of Administration
101 East Wilson Street, 9th Floor, PO Box 8944
Madison, WI 53708-8944

Once approved by NOAA, you will receive one signed copy of the agreement, along with the DOA purchase order covering this agreement. The Coastal Management Grant agreement will become effective on the date of the DOA signing.

Please review all the materials carefully and distribute them to the appropriate members of your organization. We are proud of initiatives such as yours, as they support the protection and enhancement of Wisconsin's coastal resources. We respectfully request you delay any public announcement of your grant award until the WCMP has fully executed your agreement. Should you have questions, please contact me at (608) 267-7982.

Sincerely,

Michael Friis, Manager
Wisconsin Coastal Management Program

**GRANT AGREEMENT
 BETWEEN THE
 STATE OF WISCONSIN
 DEPARTMENT OF ADMINISTRATION
 DIVISION OF INTERGOVERNMENTAL RELATIONS
 WISCONSIN COASTAL MANAGEMENT PROGRAM
 AND
 CITY OF ASHLAND**

THIS AGREEMENT is made and entered into by and between the Division of Intergovernmental Relations ("Division"), Department of Administration ("Department"), representing the State of Wisconsin (collectively "State"), and **CITY OF ASHLAND** ("Grantee") with a DUNS Number of 71499719, for the Performance Period of the date this agreement is signed by the State through **June 30, 2018**.

WHEREAS, on behalf of the State, the Department administers the Wisconsin Coastal Management Program ("Program") through the Division to provide funds for eligible activities; and

WHEREAS, it is the intention of the parties to this Agreement that all activities described herein shall be for their mutual benefit; and

WHEREAS, the State has approved an award to the Grantee in the amount of **Seventy Thousand Dollars (\$70,000.00)** and the Grantee agrees to provide **Ten Thousand Dollars (\$10,000.00)** for eligible activities herein described; and

WHEREAS, the terms and conditions herein shall survive the Performance Period and shall continue in full force and effect until the Grantee has completed and is in compliance with all the requirements of this Agreement; and

WHEREAS, this Agreement is mutually exclusive and is distinguished from all previous Agreements between the Grantee and the State and contains the entire understanding between the parties;

NOW, THEREFORE, in consideration of the mutual promises and dependent documents, the parties hereto agree as follows:

The following documents are part of this Agreement:

- 1) This Agreement (including all attachments)
- 2) Grantee's Proposal (as accepted by the State) See Attachment A

CITY OF ASHLAND

**STATE OF WISCONSIN
 DEPARTMENT OF ADMINISTRATION
 DIVISION OF INTERGOVERNMENTAL
 RELATIONS**



**2018-19 Grant Program
Grant Application**

1. Type of Project (check one):	<input type="checkbox"/> Coastal Wetland Protection and Habitat Restoration <input type="checkbox"/> Nonpoint Source Pollution Control <input checked="" type="checkbox"/> Coastal Resources and Community Planning <input type="checkbox"/> Great Lakes Education <input type="checkbox"/> Public Access and Historic Preservation
2. Project Title (max. 15 words): City Dock Repair Design and Engineering Documents	
3. Organization applying: City of Ashland	5. Organization DUNS Number: 071499719
4. Contact Person and Address: Sara Hudson _____ 400 4 th Ave W _____ Ashland WI 54806 _____ Phone: 715-685-1644 Email: shudson@coawi.org	6. Primary County where project is located: Ashland
	7. Other Counties where project is located:
	8. Congressional District #: 7
	9. State Senate District #: 24
	10. State Assembly District #: 74
11. Total Project Cost: \$80,000	
12. WCMP Share: \$ 70,000	14. WCMP Percent: 90%
13. Applicant Share: \$ 10,000	15. Applicant Percent: 10%
16. Brief Summary of the Project (300 word maximum, use this page only). Include (1) Project Description and (2) Project Outcomes:	
<p>Project Description:</p> <p>The City of Ashland is seeking assistance from the Wisconsin Coastal Management Grant Program to create design and engineering plans to repair the failing City owned dock, known as City Dock.</p> <p>City Dock was the site of the Reis Coal Dock #1 and is located on the western half of Bayview Park in the City of Ashland. It was built 1886 and ran until the mid-1960's. City Dock, as it is now called, is where coal ships would land for unloading the coal. A hoist system was on land to haul the coal from the ship to coal yard, where it would wait until railcars took the coal to the next destination.</p> <p>The City took ownership of this property in the 1970's called it City Dock. Throughout the years, small depression/"sink holes" would be found along the dock edge approximately 11' in from the lakeshore. City crew members would fill these "sink holes" with granular material making it safe for the public to continue to use. Then in 2005, with low water levels, these depressions become more prevalent and the City questioned the structural integrity of the dock. In 2006, the City contracted with JJR, LLC to perform a structural investigation of the dock (attached). JJR performed investigative digs along the surface and also sent divers into the water to explore the underwater structure of the dock. This inspection showed that that the outside edge of the dock is made of pilings supporting a concrete "L" structure. Parts of the Dock have horizontal backing the hold fill in place; other areas (where the sink holes are occurring) do not have any backing. Only large armor stone sits between the fill and the lake. This inspection stated that the dock was structural safe but more investigations needed to be made to figure out how the dock was built and how to fix the sink-hole problem.</p> <p>The City is seeking funding to contract with a qualified firm to create a design and engineering documents and cost estimates to reduce the amount of fill entering Lake Superior from City Dock.</p> <p>Project Outcomes:</p> <ul style="list-style-type: none"> - Retention of a consultant to lead the project - Perform Additional Ground and Underwater Investigation of City Dock - Completion of Design - Completion of Engineer Documents 	



AGENDA BILL

Ref: 040

COMMITTEE AGENDA:
COUNCIL AGENDA: 7D (02-27-2018)

SUBJECT: Approve to Enter into a Contract with Nordic Group for Services Related to Bayview Pier Project Phases II and III.

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks and Recreation Department

DATE SUBMITTED: February 16, 2018

CLEARANCES: Public Works Department, Finance Director, City Administrator

EXHIBITS:
A-Bid Sheet
B-Letter from C&S Design
C-Treasurer's Certificate

EXPENDITURES REQUIRED:	\$ 669,250	Base Bid with Alternatives C-2, C-3, and C-5
	(139,100)	Remove alternate C-2 near shore "T" on pier
	(43,000)	Remove alternate C3 ADA Ramp from Pier to Beach
	17,500	Add alternative C5 + 12" of base gravel on pier base
	1,309	Archeological Survey (Grant Required)
	<u>40,000</u>	C&S Design Professional Services (previous approved contract)
	<u>\$ 545,959</u>	Total

AMOUNT BUDGETED:	\$ 111,500	WIDNR Sport Fish Restoration Grant
	125,843	WIDNR Knowles-Nelson Stewardship Program
	60,000	Wisconsin Coastal Management Grant
	<u>181,737</u>	Fund 453 Waterfront Development
	<u>\$ 479,080</u>	Total

APPROPRIATION REQUIRED: \$ 67,879 Net expenditures over amount budgeted
50,465 10% construction contingency
\$ 118,344 Request from Fund 453 Waterfront Development

TREASURER'S CERTIFICATE: Nordic Group – 4236 Lindahl Road, Hermantown, MN is in compliance with city ordinance chapter 923.

RECOMMENDED MOTION: Approve entering into a contract with Nordic Group for services related to Bayview Pier Project phases II and III, and to re-allocate \$118,344 from the 2018 CIP Budget - Kreher Bathhouse Project Fund 453 match. City staff are feeling the bathhouse can be put on hold for 2018.

SUMMARY STATEMENT: On February 6, 2018, five (5) bids for the Bayview Pier Project Phases II and III were publically opened at C&S Design. Nordic Group was the lowest bidder with a base bid of \$669,250.10. Reference checks have been performed and based on these conversations, both City and C&S Design staff feel that Nordic Group has the capability to do this project, and are recommending contracting with the Nordic Group for Phases II and III of the Bayview Pier Project.

Five (5) Alternatives were part of the bidding package to allow for the project to be adjusted getting the final bid closer to the budgeted dollar amount. Bids came in higher than what was projected in the 2013 Bayview Pier Construction Documents.

Bid Tabulation Sheet

Project: Bayview Park Pier Project
 Project No.: City Project I.D. 481201701
 Bid Opening: February 6, 2018 @ C&S Design & Engineering, Inc.

CONTRACTOR	BASE BID:	Alternate No. C-1	Alternate No. C-2	Alternate No. C-3	Alternate No. C-4	Alternate No. C-5
ANGELO LUPPINO, INC.	\$1,199,360.68	-\$101,000.00	-\$175,000.00	-\$92,259.00	-\$14,200.00	+\$74,000.00
ARNIE MACKAY CONSTRUCTION, INC. Substitutions: Galv. Railing -(\$72,000) Green treated decking -(\$40,000)	\$866,960.10	-\$107,737.00	-\$149,672.00	-\$35,000.00	-\$32,040.00	+\$51,000.00
JANKE GENERAL CONTRACTORS, INC.	\$912,281.00	-\$64,628.00	-\$92,302.00	-\$25,970.00	-\$17,100.00	+\$28,000.00
MJO CONTRACTING, INC.	\$1,101,870.05	-\$170,000.00	-\$225,000.00	-\$87,000.00	-\$15,000.00	+\$36,135.00
ROEN SALVAGE COMPANY						
NORDIC GROUP	\$669,250.10	-\$93,000.00	-\$139,100.00	-\$43,000.00	-\$20,000.00	+\$17,500.00

&S Design & Engineering, Inc.

803 Lake Shore Drive West
P.O. Box 636
Ashland, Wisconsin 54806
Tel (715) 682 - 0330
Fax (715) 682 - 4308
Toll-free 1-800-723-0451
E-mail: csdesign@ncis.net
www.csdesignengineering.com

February 16, 2018

Sara Hudson
Director of Parks and Recreation
601 Main Street West
Ashland, WI 54806

**RE: City of Ashland, Bayview Park Pier Project
City Project I. D. 481201701
WI DNR Grant # SADLP3171259
WI Coastal Management DUNS # 0714997.19**

- STEPHEN G. SCHRAUFNAGEL, AIA
Registered Architect, LEED[®] Accredited Professional
Certified Commercial Building Inspector
Registered Home Inspector
- JESSE T. SAMARZIYA, PE
Professional Engineer
- LAUREN E. DUCHARME, RA
Registered Architect
ICC Certified Building Inspector
- TREVOR L. PROVOST
Building Designer
- AMBER D. ERICKSEN, NCARB
Registered Architect
- BRIANNA L. WERHANOWICZ
Interior Designer
- MITCHELL A. TROMBERG
Building Designer
- BRIAN J. HAGSTROM
Building Designer

Dear Sara:

In reviewing the bids for the above project, we believe the project should be awarded to Nordic Group, 4236 Lindahl Road, Hermantown, MN for \$504,650.10. This award amount includes deleting Deductive Alternates C-2 (\$139,100) and C-3 (\$43,000) and adding Additive Alternate C-5 (\$17,500), which adjusts the Base Bid of \$669,250.10 to the award amount of \$504,650.10.

Nordic Group is a highly experienced and successful builder of marine and related landside facilities. We have no doubt that Nordic will do a great job on this project for the City of Ashland. The above price for the selected scope of work will fit into the budget determined to be available for this project.

If you should have any additional questions, please call me at (715) 682-0330 or (715) 209-3180.

Sincerely,



Russell O. Fish
Senior Civil Engineer

Cc: Stephen G. Schraufnagel, Architect

Denise Oliphant

From: Barbara Clement
Sent: Monday, February 19, 2018 10:24 AM
To: Denise Oliphant
Subject: FW: Treasurer Certificate

From: Barbara Clement
Sent: Thursday, February 15, 2018 3:55 PM
To: Sara Hudson
Cc: Patti Ekstrom
Subject: RE: Treasurer Certificate

Sara,

Nordic Group – 4236 Lindahl Road, Hermantown, MN is in compliance with city ordinance chapter 923.

Barbara Clement
City of Ashland Treasurer
601 Main St W
Ashland, WI 54806

(715) 682-7056

From: Sara Hudson
Sent: Thursday, February 15, 2018 2:53 PM
To: Barbara Clement
Subject: Treasurer Certificate

Barb –

Can you please make sure the Nordic Group 4236 Lindahl Road, Hermantown, MN 55811 Tel: 218.461.0386 is in good standing with the City.

They are the low bidder for the Bayview Pier Project and I am working on the agenda bill.

Thank you

Sara

Sara Hudson, Director
City of Ashland Parks and Recreation
Bretting Community Center
400 4th Ave W
Ashland, WI 54806



AGENDA BILL

Ref: 043

COMMITTEE AGENDA:
COUNCIL AGENDA: 7E (02-27-2018)

SUBJECT: Approve the Waiver of Bidding Requirements of Chapter 194.04, Ashland City Ordinances, for the Purchase of a New Ambulance Through the Savvik Buying Group

RECOMMENDATIONS: Approval

DEPARTMENT OF ORIGIN: Administrator's Office
Fire Chief

DATE SUBMITTED: February 15, 2018

CLEARANCES: Administrator's Office
City Attorney
Fire Chief

EXHIBITS: A-Savvik Buying Group Association Partners
B-Savvik Buying Group Competitive Bid Process

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: \$ 75,000 2018 Levy
\$ 170,000 Fund 461 Fire Department Equipment
\$ 245,000 Current estimate for a new ambulance

APPROPRIATION REQUIRED: NA.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: NA

RECOMMENDATION: Approval of the waiver of the bidding requirements of Chapter 194.04, Ashland City Ordinances, for the purchase of a new ambulance through the Savvik Buying Group.

SUMMARY STATEMENT

The 2018 budget provides for the purchase of an ambulance to replace the Department's 2007 ambulance. The ambulance is scheduled for replacement because of the age and increasingly high mileage, which is currently at 153,000, as well as the lack of reliability. The Fire Department desires to negotiate the purchase of a 2018 Road Rescue model rather than bidding.

The Fire Department is requesting a waiver of Chapter 194.04, Ashland City Ordinances, for the purchase of an ambulance through Savvik Buying Group for the following reasons:

- The Department is a member of the Savvik Buying Group (Formerly North Central EMS Corporation)
 - Savvik has completed the bid process with all the vendors on base ambulances
 - The department has purchased through this buying group in the past (2013)
- The Fire Department intends to remount the patient compartment on a new chassis at or around 200,000 miles or 8 years. In 2008, the Department remounted Med-6 by Everest Emergency Vehicles, which has been an exceptional ambulance.
 - Cost savings between 25-33%
 - Anticipate up to 2 remounts
 - Fire Chief's Peer group has expressed their dissatisfaction with other vendors remounts
 - Excellent Customer Service and Commitment (past and present)

Chapter 194.04, Ashland City Ordinances, establishes the procedures for the purchase of equipment exceeding \$30,000 as follows.

Sec. 194.04. Purchases of more than \$30,000. Purchases of more than \$30,000 may be authorized by the City Council upon advertisement, unless the advertisement requirement is waived by a majority vote of the City Council. Advertisement may be supplemented by solicitation or, upon approval by a majority vote of the City Council, may be substituted for advertisement. This section applies to the purchase of tangible personal property and to services, but does not apply to construction contracts under sec. 62.15, Wis. Stats.

This agenda bill is not a request to authorize the purchase of an ambulance. This request is to permit the waiver of the bidding requirement of municipal ordinance to permit the beginning of discussions on the acquisition of the model of ambulance desired. Once specifications and a price are agreed upon with the manufacturer, a purchase request will be brought back to Council with a recommendation from the Fire Department.

ZOLL. (/Vendors-And-Distributors/Vendors/ZOLL-Medical-Corporation)

STAPLES
Business Advantage (/Vendors-And-Distributors/Vendors/Staples)

GRAINGER. (/Vendors-And-Distributors/Vendors/Grainger)

HENRY SCHEIN
MEDICAL EMS (/Vendors-And-Distributors/Vendors/Henry-Schein)



Savvik Store Now Open!

Click to Start Saving!

(<https://catalog.savvik.org>)

Group Association Partners

Savvik Buying Group is affiliated with each of the following regional, state and national associations...therefore, if you are part of them, you are part of us!

1. Ambulance Association of Pennsylvania
2. American Ambulance Association
3. Association of EMTs India
4. Bayfield-Ashland Counties EMS Council, WI
5. Central Ohio Trauma System
6. Columbus Medical Association
7. EMS Association of Colorado
8. Florida Ambulance Association
9. Florida Association of EMS Educators
10. Florida Association of Rural EMS Providers
11. Georgia Association of EMS
12. Illinois State Ambulance Association
13. Indiana EMS Association
14. International Association of Flight And Critical Care Paramedics
15. Kansas EMS Association
16. Kentucky Ambulance Providers Association
17. Louisiana Rural Ambulance Alliance
18. Maine Ambulance Association
19. Massachusetts Ambulance Association
20. Medical Transportation Association of New Jersey
21. Michigan Association of Ambulance Services
22. Minnesota Ambulance Association
23. Minnesota State Fire Department Association
24. Missouri EMS Association
25. Montana Emergency Medical Services Association
26. National Assoc of Emergency Medical Technicians
27. National EMS Management Association
28. Nebraska EMS Association
29. New York State Vol. Ambulance & Rescue Assn
30. North Carolina Association of Rescue & E.M.S.
31. North Dakota EMS Association
32. Ohio Ambulance and Medical Transportation Association
33. Ohio State Firefighters' Association
34. Oklahoma EMT Association
35. Oregon EMS Association
36. Professional Ambulance Association of Wisconsin
37. Rural Nebraska Regional Ambulance Network

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38. South Carolina EMS Association
39. South Carolina State Firefighters Association
40. South Dakota EMS Association
41. Southeast Arizona EMS Council
42. Southern Alleghenies EMS Council
43. State Firefighters' and Fire Marshals' Association of Texas
44. Tri County EMS Association of Wisconsin
45. Washington Ambulance Association
46. Wisconsin EMS Association

With the full support of the Savvik Board of Directors all membership fees (a \$75 annual value) have been waived until the end of 2020.

We share revenue! A percentage of your purchases are returned to your organization to help support ongoing association activities.

If you have any questions regarding your membership, please contact our office (/Contacts/Contact-Us).

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[Back to top](#)

 (<https://www.facebook.com/Savvik-352845211576554/>)

 (<https://twitter.com/SavvikBuyGroup>)



(https://www.youtube.com/channel/UCoAstQL_WSjh2Jjt220QMEA)



(<https://www.instagram.com/savvikbuygroup/>)



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NORTH CENTRAL EMS CORPORATION, DBA SAVVIK BUYING GROUP

PO Box 2286 · ST. CLOUD, MN 56302 · 888-603-4426 · 320-251-8154 (fax)

OFFICE@SAVVIK.ORG · WWW.SAVVIK.ORG

To Whom It May Concern:

The North Central EMS Corporation, dba Savvik Buying Group is a Minnesota non-profit corporation based in St. Cloud, Minnesota. Savvik Buying Group's mission is to provide a mechanism to achieve cost reductions for its members, which currently includes over 4,700 EMS agencies in 50 states and several provinces. In collaboration with the North Central EMS Institute, Savvik Buying Group creates specifications for EMS products and supplies, which Savvik Buying Group uses to bid and write contracts.

Generally, Minnesota law allows Savvik Buying Group municipal members to purchase products and services through Savvik Buying Group contracts only if Savvik Buying Group complies with competitive bidding procedures when awarding those contracts. *See* Minn. Stat. §471.345, subd. 10. It also allows Savvik Buying Group to award contracts to more than one vendor, provided that the effects of competition are maintained when awarding the contracts. Accordingly, to serve the Savvik Buying Group municipal members, Savvik Buying Group follows Minnesota competitive bidding requirements found in Minnesota Statutes, Sections 412.311 and 471.345.

Specifically, this process includes:

1. At least 10 days before a bid submission deadline, Savvik Buying Group advertises the request for bids (RFB). The notice states the basic facts regarding the RFB, including where to obtain RFB documents.
2. Sealed bids must arrive at the Savvik Buying Group office on a specific date and time selected by Savvik Buying Group in accordance with the 30-day period after the first publication in the local newspaper.
3. A public bid opening is conducted by Savvik Buying Group executive staff and Vendor Workgroup board members.
4. A committee of Savvik Buying Group executive staff and Vendor Workgroup board members reviews the bids and selects the lowest responsible and responsive bids for presentation to the Savvik Buying Group board. The Savvik Buying Group strives to provide its members with quality products and services at the industry's best prices.
5. The bid review committee recommends one or more bids for approval.
6. The Savvik Buying Group board selects one or more vendors and issues a contract(s).

If you have any further questions, please contact the Savvik Buying Group office.

Attachment for Feb. 27 Council Agenda Item 7A

DISABLED PARKING ENFORCEMENT ASSISTANCE COUNCIL MEETING Tuesday, February 27, 2018

Agenda Item 1: Call to Order and Attendance

PRESENT: Brian Munson, Carol Ante, Mary Jane Grande, Jay Gurske and Donna Griffiths

ABSENT:

EXCUSED: Joyce Kabasa

Also Present: Kim Westman

Grande called the meeting to order.

Agenda Item 2: Approval of October 24, 2017 Minutes

Griffiths moved, Munson seconded a motion to approve the October 24, 2017, minutes. The motion carried unanimously.

Agenda Item 3: Old Business

- A. Review of revised application form for a disabled parking space in a residential area.

Griffiths moved, Ante seconded a motion to approve the revised application form to request a disabled parking space in a residential area. The motion carried unanimously.

- B. Review of revision to the renewal application form to retain a disabled parking sign in a residential area.

Griffiths moved, Munson seconded a motion to approve the revised renewal form to retain a disabled parking space in a residential area. The motion carried unanimously.

Agenda Item 4: New Business

- A. Nancy Nelson requests a residential disabled parking sign in front of residence at 408 14th Avenue West.

Council members discussed the request.

Ante moved, Munson seconded a motion to approve the request from Nancy Nelson at 408 14th Avenue West, to install a disabled parking sign in front of her residence. The motion carried unanimously.

Agenda Item 5: Items for Next Meeting

None at this time.