

AMENDED  
CITY OF PRINCETON  
COMMON COUNCIL MEETING  
COUNCIL CHAMBERS – 431 W. MAIN STREET  
THURSDAY, AUGUST 28, 2012  
7:00 PM

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. APPROVAL OF AGENDA
4. APPEARANCES FROM THE PUBLIC
5. CONSENT CALENDAR
  - A. Minutes for Approval:
    - i. August 16, 2012
  - B. Operators Licenses
    - i. Cassandra ML Hillmer (new)
6. ADMINISTRATORS REPORT
  - A. Berlin Ambulance Service Memo
  - B. Water Rates – effective first billing cycle in January 2013
  - C. September 11, 2012 Council Meeting I will be in Madison for a process improvement conference
7. OLD BUSINESS
  - A. Discussion and/or action: Resolution 2012-05: Resolution Changing the Number of Election Officials – Administration requests flexibility to align staffing with turnout projections.
  - B. Discussion and/or action: Removal of either Ordinance 13-1-72(d) or 13-1-104(e)(2) – Please see the changes as requested by the Council.
8. NEW BUSINESS
  - A. Discussion and/or action: Street Use Permit Application: Please see Mr. Trotter's Application requesting to close Water Street to Short Street. Administration contacted Mr. Trotter requesting he be present to answer the Council's questions.
  - B. Discussion and/or action: New Building Permit Fee Schedule: Please see the fee schedule recommended by the Plan Commission for approval by the Common Council.
9. COMMUNICATIONS
10. CLOSED SESSION
  - A. 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
    - i. Part-Time General Laborer(s)
  - B. 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
    - i. City Administrator mid-year evaluation
11. ADJOURN

\* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now uses digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

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AMENDED  
CITY OF PRINCETON  
COMMON COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS – 431 W. MAIN STREET  
THURSDAY, AUGUST 16, 2012  
7:00 PM

1. **CALL TO ORDER AND ROLL CALL.** Mayor Mosolf called the meeting to order at 7:01 PM. In attendance were Alderpersons Kallas, Kallenbach, Roehl, and Hardt, Administrator Weidl, and Mayor Mosolf. Absent were Alderpersons Garro and Magnus.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPROVAL OF AGENDA** Hardt motioned to approve the agenda, seconded by Kallenbach. Carried 4-0.
4. **APPEARANCES FROM THE PUBLIC** Helene Moldenhauer-317 S Howard St. Election Officials.
5. **CONSENT CALENDAR**
  - A. Minutes for Approval:
    - i. August 16, 2012
  - B. Operators Licenses
    - i. Karla S Wakely (new)
    - ii. Bradley S Kint (new)
    - iii. Valerie J Brown (new)
    - iv. David J Schanke (new) Kallenbach motioned to approve the Consent Calendar items 5Ai through 5Biv, seconded by Hardt. Carried 4-0.
6. **ADMINISTRATORS REPORT**
  - A. **Water Rate Public Hearing** The only people at the Public Hearing were three (3) city employees and two (2) Alderpersons. Administrator Weidl stated the rate increase would be on the next Utility Bills. Alderpersons Kallenbach and Roehl thought it would take effect at the first of next year. When the rate increase will take effect will take place at the 8/28/2012 Council Meeting. The rate increase will NOT be on the September Utility Bills.
  - B. **Budget Memo, Calendar, and Comparison** Staff members will be doing budget presentations.
  - C. **Evaluation Handout from Ald. Magnus** The evaluation for the City Administrator from Alderperson Magnus was in the Council Packets.
7. **REPORTS**
  - A. **Police Chief** Police Chief Bargenquast distributed June and July Summary Reports to the Council. A fourth part time officer, Matthew Vande Kolk, was hired. Chief Bargenquast also stated five (5) vehicles had been stolen in Green Lake and Marquette Counties. Those vehicles had the keys in the ignition. He reminded everyone to lock their vehicles and take the keys out of the ignition when not in use
  - B. **Library Director** A report was in Council Packets.
8. **NEW BUSINESS**
  - A. **Discussion and/or Action: Resolutions and Ordinances**
    - i. Resolution 2012-05: Resolution Changing the Number of Election Officials – Administration requests flexibility to align staffing with turnout projections. After a lengthy discussion and many opinions from Council Members to Election Staff- Hardt motioned to table this item until the 8/28/2012 Council Meeting to get more information seconded by Kallenbach. Carried 3-2 with Hardt, Kallenbach, and Mayor Mosolf voting yes, and Roehl and Kallas voting no.
    - ii. Removal of either Ordinance 13-1-72(d) or 13-1-104(e)(2) – Administration requests clarification regarding which ordinance to enforce for home occupation signage. Kallenbach motioned to strike Ordinance 13-1-104., and add to Ordinance 13-1-72 (d) “Such sign shall have a ten (10) foot setback from a public right-of-way or lot line”, seconded by Hardt. Carried 4-0.

- iii. Amendment of Ordinance 2-2-5(a) – Eliminates committees with duplicated functions. Hardt motioned to approve amended Ordinance 2-2-5(a), seconded by Kallenbach. Carried 3-1 with Kallas voting against.

- B. Discussion and/or Action: Industrial Park Access Update – DOT requires concept plan, possible traffic analysis as prerequisite to the STH Connection application process. Hardt motioned to start application process with existing infrastructure, seconded by Kallenbach. Carried 4-0.

9. **COMMUNICATIONS** Administrator Weidl stated the 8/28/12 Committee of the Whole will be starting at 5:00 PM, Tom Wielgosh-415 Canal St.- called and inquired about the digging behind American Family Insurance. Administrator Weidl explained that is soil remediation and there will be backfill for the removal of the contaminated soil. The soil can be reused in the Industrial Park. The Grand Opening of the Bandstand will be 9/2/12, there will be a ribbon cutting at 12:30 PM, and students and teachers who painted the mural on the City Park Bathroom will be receiving certificates.

10. **CLOSED SESSION**

- A. **19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.** Roehl motioned to go into closed session pursuant to WI State Statute 19.85 (1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and WI State Statute 19.85(1)©: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, seconded by Kallenbach. Carried 4-0.

- i. Mossy Oak Developer’s Agreement Kallenbach motioned to release all closed session minutes pertaining to Mossy Oak Developer’s, seconded by Hardt. Carried 4-0.

- B. **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**

- i. **Part-Time Accounting Clerk (bookkeeper)** Hardt motioned to hire part time Phillip Gunther, as the part time Accounting Clerk (bookkeeper)and to release the minutes, seconded by Roehl. Carried 4-0.

11. **ADJOURN** Mayor Mosolf adjourned the meeting at 8:09 PM.

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File:  
Ambulance



6A

DATE: August 15, 2012

TO: Town of Aurora, Kevin Krentz  
 Town of Berlin, Bob Bahn  
 City of Green Lake, Chuck Mirr  
 City of Princeton, John Weidl  
 Town of Warren, John Piechowski  
 Town of Brooklyn, Michael Wuest  
 Town of Nepeuskun, Ron Bahn  
 Town of Princeton, Allan Weckwerth  
 Town of Seneca, Joe Formiller  
 Town of St. Marie, Jim Karlovich

FROM: Jodie Olson, City of Berlin Administrator

**RE: 2013 BUDGET: Ambulance Purchase**

An ambulance is scheduled to be replaced in 2013. Each municipality is required to be setting aside monies annually towards this purchase. For budgeting purposes, I am providing you with an estimate so every municipality is prepared for this 2013 purchase. Below is an estimate by municipality based on population counts and a recent ambulance cost estimate of \$150,000. Please remember that this is just a ballpark *estimate* and the actual cost may fall below or exceed the estimate depending on bid prices and possible trade-in.

Estimated Cost Allocation for 2013 Ambulance				
	A	B	C	D
			Total	Estimated
	Population	Years of	Pop Served	Cost Allocation
Municipality	Served	Depr	A*B	(150k/52,568)*C
Aurora, Town (2009-2011)	381	3	1,143	\$ 3,261.49
Aurora, Town (2012-2013)	985	2	1,970	\$ 5,621.29
Berlin, City (2009-2013)	5,524	5	27,620	\$ 78,812.21
Berlin, Town (2009-2013)	1,140	5	5,700	\$ 16,264.65
Brooklyn, Town (2012-2013)	1,826	2	3,652	\$ 10,420.79
Green Lake, City (2012-2013)	960	2	1,920	\$ 5,478.62
Nepeuskun, Town (2009-2013)	375	5	1,875	\$ 5,350.21
Princeton, City (2012-2013)	1,214	2	2,428	\$ 6,928.17
Princeton, Town (2012-2013)	1,434	2	2,868	\$ 8,183.69
Seneca, Town (2009-2013)	408	5	2,040	\$ 5,821.03
St. Marie, Town (2012-2013)	351	2	702	\$ 2,003.12
Warren, Town (2009-2013)	130	5	650	\$ 1,854.74
<b>Total</b>			52,568	\$ 150,000.00

With the 2012 addition of five municipalities, the actual cost for this ambulance will be allocated based on population served, but will also need to take into consideration the number of years each entity has been served. This purchase is based off of equipment replacement set aside after the 2008 ambulance purchase (from 2009-2013). Those municipalities with all five years of service should have escrowed five years-worth of equipment replacement depreciation. At the time of purchase, those who joined the service on 1/1/12 should have two years of depreciation escrowed for the purchase (2012-2013).

Please note that the Town of Aurora was only partially served from 2009-2011, so it has three years at a reduced population and two years at full population.

Please don't hesitate to call me at 361-5400 with any questions or concerns.

7A

**RESOLUTION 2012-\_\_**

**RESOLUTION CHANGING NUMBER OF ELECTION OFFICIALS**

The Common Council of the City of Princeton does hereby create resolution number 2012-\_\_ as follows:

**WHEREAS**, Section 7.32, Wis. Stats., allows a municipal governing body to reduce the required number of election officials at a polling place in a municipality where voting machines are used to no less than 3, and the City Council has determined that it would be advantageous to the City to have only as many election officials on duty as are needed for a given election; and

**WHEREAS**, the City Council for the City of Princeton, Green Lake County, Wisconsin, by this Resolution, adopted by a majority of the City Council on a roll call vote with a quorum present and voting and proper notice having been given, resolves and declares as follows;

**NOW THEREFORE, BE IT RESOLVED** there will be a minimum of 3 election officials on duty at every election. At the discretion of the City Administrator, the requisite number of election officials may be increased for any election. However, the number of election officials working at a given election shall always be an odd number.

**NOW THEREFORE, BE IT FURTHER RESOLVED** not less than 5 election inspectors shall be used when the projected voter turnout is more than 30% and when the voter turnout is projected at less than 30% (according to the GAB), the City Clerk will consult with the surrounding municipalities to determine the appropriate number of election inspectors.

\_\_\_\_\_  
Robert Mosolf, Mayor

ATTEST:

\_\_\_\_\_  
John Weidl, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_  
Passed this \_\_\_ day of \_\_\_\_\_, 2012.

Hi John,

Here are the numbers I have for you (no charge!).

November 4, 2008 Presidential – 710 voters  
November 2, 2010 General – 451 voters  
February 15, 2011 Spring Primary – 201 voters  
April 5, 2011 Spring – 405 voters  
July 12, 2011 Recall Primary – 174 voters  
August 9, 2011 Recall – 375 voters  
April 3, 2012 Spring – 343 voters  
May 8, 2012 Recall Primary – 271 voters  
June 5, 2012 Recall – 517 voters  
August 14, 2012 Partisan Primary – 214 voters

I do not have numbers for the spring elections in 2008, 2009, and 2010. I can keep looking if you want but it will be harder to find them because the girl who was doing them does not have them in the files. I could possibly search in my computer but I'm not sure if I'll have any luck. Is this enough for what you need? As an FYI...anytime I figure I will have less than 400 voters I figure 3 people is plenty.

Liz Otto  
Account Budget Coordinator  
Green Lake County Clerk  
PH: (920) 294-4010  
FAX: (920) 294-4009

When I have 3 workers, two of them do the poll books. One person hands out ballots and also runs the Edge. We have no one "dedicated" to new registrations for small elections because as you pointed out there aren't very many (we had 9 last Tuesday) and I don't feel we need to pay someone to sit there all day for 9 registrations. We have no one make sure that ballots are put into the machine – our Eagle machine is right behind the person handing out ballots so that person can watch that as well and answer any questions. We don't hand out any "I Voted" stickers either (another cost savings if you give that up!). Last Tuesday we had 341 voters and none of my ladies complained that they were too busy and I think the voters are used to it. They would have to stand in line regardless of how many I have when we only have two working the poll books because they have to wait for that anyway.

I'll check with Marge about the "open records" request and what you need to do...

Liz Otto  
Account Budget Coordinator  
Green Lake County Clerk  
PH: (920) 294-4010  
FAX: (920) 294-4009

ORDINANCE NO. \_\_\_\_\_

7B

**ORDINANCE TO AMEND SUBSECTION 13-1-72(d)  
NAMEPLATE SIGN ALLOWED  
OF THE MUNICIPAL CODE OF  
THE CITY OF PRINCETON, WISCONSIN**

**WHEREAS**, the Common Council for the City of Princeton is desirous to amend Subsection 13-1-72(d) Nameplate Sign Allowed of the Municipal Code; and

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PRINCETON, WISCONSIN THAT SUBSECTION 13-1-72(d) NAMEPLATE SIGN ALLOWED IS AMENDED TO READ AS FOLLOWS:**

**13-1-72 Home Occupations.**

**(d) Nameplate Sign Allowed.**

Only one (1) nameplate sign shall be allowed. It may display the name of the occupant and/or the name of the home occupation. It shall not exceed six (6) square feet in area and shall be non-illuminated. Such sign shall have a ten (10) foot setback from a public right-of-way or lot line. The limitation of one (1) nameplate is intended to apply to all lots, including corner lots.

\_\_\_\_\_  
Bob Mosolf, Mayor

ATTEST:

\_\_\_\_\_  
John Weidl, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_  
PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2012.  
PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2012.

8A

# STREET USE PERMIT APPLICATION

Applicant(s)

Name: **MATT TROTTER**  
Address: **440 WATER ST.**  
Telephone: **920-980-2572**

Organization (if different from above)

Name: **PRINCETON PUBLIC LIBRARY**  
Address: **424 WATER ST.**  
Telephone: **295-6777**  
Head of Organization: **VICKI DUHR**

Responsible Person for Event:

Name: **MATT TROTTER**  
Address: **440 WATER ST.**  
Telephone: **920-980-2572**

Date of Event: **9-1**

Time of Event      Beginning: **4 PM**      Ending: **10 PM**

Description of Street Portion to be used:

**SHORT ST TO WASHINGTON**

Approximate number of people anticipated: **150**

Description of proposed use for which Street Permit is requested:

**OUTDOOR CONCERT**

**IMPORTANT: I understand that the issuance of a street use permit is subject to the accuracy of the information supplied on this form, and the adherence to all City of Princeton ordinances, policies, and regulations regarding street use in the City of Princeton. Further, I understand that the City of Princeton retains the right to revoke this permit anytime prior to or during the permit approval. My signature constitutes my agreement with these stipulations.**

**Matt Trotter**  
Signature

**7-18-12**  
Date

Received By:

\_\_\_\_\_  
John S Weidl, City Administrator

\_\_\_\_\_  
Date



PLAN COMMISSION

MEETING MINUTES

WEDNESDAY AUGUST 15, 2012

1.....Called to order, roll call 4:30 PM

Present: Patti Garro, Arwin Moldenhauer, Cary Waite, Bob Mosolf

Absent: Mary Ernest

2.....Pledge of Allegiance

3.....Discussion of changes to be made to the Building Permit Fee Schedule.

A.....Sec. 1, change erosion control to \$.60.00. Change State Stamp to "set by state".

B.....Sec. 2, Change State submittal review to CF, add Erosion control..\$.60.00.

C.....Sec. 3, Add Erosion Control..\$.60.00.

D.....Sec. 4, Change plumbing lateral to \$60.00, and Electrical service work to \$65.00.

Change Site plan review to \$50.00

E.....Added Minor projects (Administrative Permits)

F.....Added notations on posting building permits and Zoning permits.

4.....Discussion on changes was thoroughly voiced and afterward approved. Motion was made by Cary Waite..Motion to approve said changes to Building Permit Fee Schedule, and to be presented to Common Council for approval, after changes amended on fee schedule. Seconded by Patti Garro. Vote-Ayes Patti Garro, Cary Waite, and Arwin Moldenhauer. Nays- none. Motion approved.

5.....Discussion was had on having General, and Kunckle at next Plan Commission Meeting for determination interviews to decide Building Inspector. To be arranged by City Administrator.

6.....Next Plan Commission meeting scheduled for Sept. 19,2012, 4:30 PM.

7.....Adjourned 5:00 PM.

CITY OF PRINCETON BUILDING PERMIT FEE SCHEDULE

AUGUST 15, 2012

1.....New construction and additions-residential (single and 2-story)

(includes HVAC, plumbing and electrical).....\$00.18 SF

Erosion control.....\$60.00

State stamp.....Set by State

Plan review (1 story).....\$50.00

Plan review (2 story).....\$75.00

Zoning review.....\$25.00

Bond ( returned after occupancy permit issued).....\$1500.00

2.....New construction & additions-commercial/industrial, warehouses-storage buildings-and  
Garages

Building.....\$00.10 SF

Plumbing.....\$00.03 SF

Heating.....\$00.03 SF

Electrical.....\$00.03 SF

Fire protection/sprinkles.....\$.1.00/head

Zoning review (under 10,000 SF).....\$100.00

Zoning review (over 10,000 SF).....\$200.00

State submittal review (under 50,000 CF).....Wisconsin Dept. of Commerce Schedule

Bond (under 10,000 SF)(returned after occupancy permit issued).....\$1500.00

Bond (over 10,000 SF)(returned after occupancy permit issued) .....\$3000.00

Erosion control.....\$60.00

3.....New construction & additions-multi-family, assisted living, nursing homes, etc.

Building.....	\$00.10 SF
Electrical.....	\$00.03 SF
HVAC.....	\$00.03 SF
Plumbing.....	\$06.00 Fixture
Fire protection/sprinkler.....	\$01.00 Head
Zoning review (under 10,000 SF).....	\$100.00
Zoning review (over 10,000 SF).....	\$200.00
State submittal review-under 50,000 SF.....	per Wis Dept.of Commerce Schedule
Bond (under 10,000 SF)(returned after occupancy permit issued).....	\$1500.00
Bond (over 10,000 SF)(returned after occupancy permit issued).....	\$3000.00
Erosion control.....	\$60.00
4.....Miscellaneous building	
Remodeling under \$20,000 value.....	\$04.00/\$1000
Remodeling over \$20,000 value.....	\$03.00/\$1000
(plumbing, HVAC, and electrical require separate permits)	
Plumbing per fixture.....	\$06.00
Plumbing Lateral.....	\$60.00
Electrical service work (over \$1000.00).....	\$65.00
HVAC replacement.....	\$20.00
Add-on AC.....	\$20.00
Moving permit garage.....	\$50.00
Moving permit other than garage.....	\$75.00
Razing-single or two-family.....	\$75.00
Razing-residential garage.....	\$50.00

Razing-commercial/industrial.....	\$150.00
Sign base fee.....	\$20.00
Sign SF of total sign area.....	\$00.50
Zoning review.....	\$25.00
Site plan review.....	\$50.00
Permission to start early.....	\$100.00
(footing and foundation only)...\$00.02 SF.....	whichever is greater
Minimum fee (new fences, pools*, decks, prefab sheds.....	\$25.00

\*Does not include above ground inflatable pools

5.....MINOR REPAIRS (ADMINISTRATIVE PERMITS)

Fence repairs(over\$200.00).....	\$2.50
Driveway REPAIR.....	\$2.50
Re-roof (shingles only, does not include re-decking).....	\$2.50
Heating/AC replacement only.....	\$2.50

\* .....IF WORK HAS STARTED PRIOR TO ISSUANCE OR PERMISSION TO START IS GRANTED BY THE BUILDING INSPECTOR, ALL FEES SHALL BE DOUBLED.

\* .....BUILDING PERMIT MUST BE POSTED IN FULL VIEW.

\* .....ZONING PERMITS WILL BE HANDLED BY ZONING ADMINISTRATOR.

\* .....FUEL SURCHARGE MAY BE ADDED BY BUILDING INSPECTOR.