

1. Agenda

Documents: [CC\\_20150310\\_AG.PDF](#)

2. Complete Packet

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Administrative Offices  
5520 Lacy Road  
Fitchburg, WI 53711-5318  
Phone: (608) 270-4200 Fax: (608) 270-4212  
[www.fitchburgwi.gov](http://www.fitchburgwi.gov)

**AGENDA  
FITCHBURG COMMON COUNCIL  
MARCH 10, 2015  
7:30 P.M.  
CITY HALL**

**NOTICE IS HEREBY GIVEN** that the Fitchburg Common Council will meet at 7:30 P.M. on Tuesday, March 10, 2015 in the Council Chambers of the City Hall, 5520 Lacy Road to consider and act on the following:

*(Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://factv.city.fitchburg.wi.us/Cablecast/Public/Main.aspx?ChannelID=3>)*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **PUBLIC APPEARANCES NON-AGENDA ITEMS / NEW APPOINTMENTS**
  - A. Non Agenda Items
5. **CONSENT AGENDA**

**ALL ITEMS LISTED UNDER THE CONSENT AGENDA are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a motion to amend is passed in which event the item will be removed from the Consent Agenda and considered on the agenda under the appropriate section.**

  - A. **APPROVAL OF MINUTES**
    1. Common Council – February 24, 2015
  - B. **REFERRALS TO COMMISSIONS AND COMMITTEE**
    26. **Resolution R-25-15** A Resolution Amending the City of Fitchburg Fee Schedule Relating to Changes to Chapter 60 Alcohol Beverages
      - a. Public Safety & Human Services
      - b. Finance Committee
    27. **Resolution R-26-15** Authorizing Acceptance of 2015 Concrete Contract Bid
      - a. Board of Public Works
      - b. Finance Committee
    28. **Resolution R-27-15** Approving Agreement for the Resurfacing of CTH MM Consisting of 600 Foot Sections both North and South of the Interchange with USH 14 in the City of Fitchburg
      - a. Board of Public Works
      - b. Finance Committee

5. **Consent Agenda (continued)**

29. **Resolution R-28-15** Accepting Partial Public Improvements and Authorizing Issuance of Building Permits for Certain Lots in Techlands Plat
  - a. Board of Public Works
30. **Resolution R-29-15** Authorizing Acceptance of the 2015 Crack Sealing Contract
  - a. Board of Public Works
  - b. Finance Committee
31. **Resolution R-30-15** Adopting the Syene Sanitary Sewer Interceptor – Phase I 2015 Charge Adjustments
  - a. Board of Public Works
  - b. Finance Committee
32. **Resolution R-31-15** Authorizing Purchase of Diamond Spec 7400 SFA 4x2 (SA525) Plow Truck
  - a. Board of Public Works
  - b. Finance Committee
33. **Resolution R-33-15** Preliminary Assessment Resolution for 2015 Curb and Gutter Replacement
  - a. Board of Public Works
  - b. Finance Committee
34. **Resolution R-34-15** Authorizing Acceptance of the 2015 Street and Park and Novation Campus Improvements Contract Bids
  - a. Board of Public Works
  - b. Finance Committee
35. **Resolution R-35-15** Amending 2015 General Fund, Utilities and Stormwater Budgets and Modifying Pay Plan Implementation for Non-Represented Employees
  - a. Finance Committee
  - b. Personnel Committee
36. **Resolution R-36-15** Amending 2015 Library, Cable, Debt Service and Capital Projects Fund Budgets
  - a. Finance Committee
  - b. Personnel Committee
  - c. Library Board
37. **Ordinance 2015-O-09** An Ordinance Amending Chapter 60 – Alcohol Beverages
  - a. Public Safety and Human Services

C. **Public Safety & Human Services**

1. **Operator Licenses: (Issuance Contingent upon Payment of all Fees Owed to City of Fitchburg – Notes: N = New, All Others = Renewal) Dakota Harrington – N;**
2. **Operator Licenses needing special attention where applicant must be present: (Issuance Contingent upon Payment of all Fees Owed to City of Fitchburg – Notes: N = New, All Others = Renewal) Kristopher Lueders - N;**

6. **ADMINISTRATOR’S REPORT**

7. **COMMISSION/COMMITTEE REPORTS**

A. **Plan Commission**

- B. **Board of Public Works**
    - 1. **Resolution R-18-15** Authorizing Acceptance of the 2015 Well Improvements Bid
      - a. Finance Committee
  - C. **Park Commission**
  - D. **Library Board**
  - E. **Commission on Aging**
  - F. **Resource Conservation Commission**
  - G. **Transportation & Transit Commission**
  - H. **Community & Economic Development Authority**
  - I. **Agriculture & Rural Affairs Committee**
  - J. **Reports from other Commissions and Committees**
8. **STANDING COMMITTEE REPORTS**
- A. **Finance Committee**
    - 1. **APPROVAL OF BILLS -**  
**Review of Bills Under \$25,000 or Previously Pre-Approved** (Council Action Not Required)
      - a. General Checks 110024 through 110178 dated March 5, 2015 Total \$192,728.00
    - 2. **Approval of Bills for \$25,000 or more** (Council Action Required)
      - a. Batch Dated March 5, 2015 - \$25,000.00
    - 3. **Resolution R-16-15** Awarding 2015 Contract for Police Vehicles to Kayser Ford
  - B. **Personnel Committee**
  - C. **Public Safety & Human Services**
9. **MAYOR'S REPORT**
- A. Alder District Reports
10. **UNFINISHED BUSINESS**
11. **NEW BUSINESS**
- A. **Resolution R-24-15** Creating Ward 20 of the City of Fitchburg and Placing it in Aldermanic District #4 – ***Direct Referral***
  - B. **Resolution R-32-15** Authorizing 2015 Municipal Agreement to Purchase Sodium Chloride on WISDOT Bid – ***Direct Referral***
12. **ANNOUNCEMENTS**
- A. Next Common Council Meeting, March 24, 2015
  - B. Next Committee of the Whole Meeting, March 25, 2015
13. **ADJOURNMENT**

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  - E. **Commission on Aging**
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**DRAFT MINUTES  
FITCHBURG COMMON COUNCIL  
FEBRUARY 24, 2015  
7:30 P.M.  
CITY HALL**

1. **CALL TO ORDER** - Mayor Pfaff called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Steve Arnold, Richard Bloomquist, Dan Carpenter, Jason Gonzalez, Dorothy Krause (8:15p.m.) Carol Poole, and Patrick Stern. Members Absent with excuse: Becky Baumbach. Others: Tony Roach, City Administrator, and Patti Anderson, City Clerk
4. **PUBLIC APPEARANCES NON-AGENDA ITEMS / NEW APPOINTMENTS**
  - A. Non Agenda Items - None
  - B. Resource Conservation Commission Update – 2014 Annual Report and 2015 Calendar and Work plan – Samuel Cooke and Chris Jimieson.

Samuel and Chris presented an update on the RCC calendar of events as well as the workplan.

Motion by Bloomquist, 2<sup>nd</sup> by Carpenter to amend the agenda to move to items #7E as well as items 8A,5,6,7,8,9, & 10. It was also noted that the order of items 8A 5-10 will be taken in the order of 8A 5,8,9,10,6,7.

7. E. **Commission on Aging**
  1. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-04-15** Expressing City of Fitchburg Commitment toward Becoming a “Dementia Friendly Community”
    - a. Mandi Miller of the Fitchburg Senior Center spoke regarding the Dementia Friendly Community and what it means for Fitchburg. There will be training and outreach for businesses in the community as well as City staff.
    - b. Mayor Pfaff read a proclamation regarding the Dementia Friendly Community.
    - c. **Motion carried.**

Jim Mann, Ehlers & Associates outlined the resolutions relating to the promissory notes and the general obligation bonds.

8. A. 5. Motion by Bloomquist, 2<sup>nd</sup> by Carpenter to **approve Resolution R-14-15** Resolution Providing for the Sale of \$3,645,000 General Obligation Promissory Notes, Series 2015A
  - a. **Motion carried.**
8. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-21-15** Initial Resolution Authorizing \$4,060,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 6
  - a. **Motion carried.** (Alder Stern abstained)

(8:05 p.m.) – Debt/Bond items require a  $\frac{3}{4}$  vote. With Alder Krause delayed and Stern abstaining, Alder Bloomquist made a motion, 2<sup>nd</sup> by Carpenter to **table** agenda items 8A-6,7,9, & 10 until later in the meeting. **Motion carried.**

5. **CONSENT AGENDA**

A. **APPROVAL OF MINUTES** – February 10, 2015

B. **REFERRALS TO COMMISSIONS AND COMMITTEE**

**Resolution R-16-15** Awarding 2015 Contract for Police Vehicles to Kayser Ford (*Finance*)  
**Rezoning Request RZ-2052-15** by Deborah Hatfield, Agent for Hamm Fam Land, LLC, to Rezone from the PDD-SIP (Planned Development District – Specific Implementation Plan) to the P-R (Park & Recreation) and R-LM (Residential – Low to Medium Density), a Portion of Lot 3 CSM 11159 (*Plan*)

**Comprehensive Development Plan Amendment Request CDP(A)-2051-15** by Deborah Hatfield, Agent for Hamm Farm Land, LLC, to Amend the Quarry Vista Comprehensive Development Plan, Lands near Fitchrona/Lacy Road (*Plan, RCC*)

**Preliminary Plat Request PP-2053-15** by Deborah Hatfield, Agent for Hamm Fam Land, LLC, for Approval of a Revised Preliminary Plat for Quarry Vista (*Plan, RCC*)

**Resolution R-17-15** Approving Offer to Purchase Property for Northeast Fire Station Site (*Plan, Finance*)

**Resolution R-18-15** Authorizing Acceptance of the 2015 Well Improvements Bid (*BPW, Finance*)

C. **Public Safety & Human Services**

1. **Operator Licenses: (Issuance Contingent upon Payment of all Fees Owed to City of Fitchburg – Notes: N = New, All Others = Renewal)** Harold Krantz – N; Tonya Maier – N; Johnathan Pepper – N; Claire Roussos – N; Shawna Schaper – N; Benjamin Steinhoff – N; Jacob Swenson – N; Debbie Von Behren – N

Motion by Poole, 2<sup>nd</sup> by Bloomquist to **approve** the consent agenda.

Patrick Cheney, 5211 Kittycrest registered in opposition to the details of the minutes.

**Motion carried.**

6. **ADMINISTRATOR’S REPORT**

Roach presented the Administrators Report.

7. **COMMISSION/COMMITTEE REPORTS**

A. **Plan Commission**

1. Motion by Poole, 2<sup>nd</sup> by Arnold to **approve Ordinance 2015-O-01** An Ordinance Amending Section 22-6(e)(1) Relative to Wind Turbines in A-X Zoning, Section 22 481(c)(2) Relative to A-X Rezoning Reporting and Section 22-482(4) Relative to Limited Vocational Activities of Chapter 22, Zoning Ordinance (Ag & Rural Affairs)

- a. **Motion carried.**
- b. The next meeting is March 17<sup>th</sup>

B. **Board of Public Works**

1. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-12-15** A Resolution Accepting a Underground Electric - Gas Main Right-of-Way Grant on Outlot 6 in the Plat of North Park, City of Fitchburg, Wisconsin (Plan Commission)

- a. **Motion carried.**

2. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-13-15** A Resolution Accepting an Agreement of Easement for Public Pedestrian/Bike Path on Lot 24 in the Plat of Techlands, City of Fitchburg, Wisconsin (Plan Commission)

- a. **Motion carried.**

C. **Park Commission**

1. Motion by Gonzalez, 2<sup>nd</sup> by Arnold to **reject the bids and rebid the project Resolution R107-14** A Resolution Authorizing Purchase and Installation of Three Shade Structures and other Improvements at McKee Farms Splashpad (Board of Public Works, Finance Committee)
  - a. **Motion carried.**

D. **Library Board** – the next meeting is March 18<sup>th</sup>.

Unanimous consent to amend agenda and move to Item 7 H, I, J.

H. **Community & Economic Development Authority** – the next meeting is March 5<sup>th</sup>.

I. **Agriculture & Rural Affairs Committee** – no report.

J. **Reports from other Commissions and Committees**

1. EMS Commission – Stern presented a brief update.
2. Fire Station Oversight Committee – Poole noted that the committee is working on scheduling a date of March 16<sup>th</sup> for their next meeting.

F. **Resource Conservation Commission** – the next meeting is March 16<sup>th</sup>.

G. **Transportation & Transit Commission** – the next meeting will be in March.

8. **STANDING COMMITTEE REPORTS**

A. **Finance Committee**

1. Bloomquist reported that Finance reviewed a batch of bills **Under \$25,000 or Previously Pre-Approved** Checks 109789 through 110022 dated February 18, 2015  
Total \$514,575.33
2. Finance also preapproved the GIS Enterprise Licensing in the amount of \$27,500.00
3. Motion by Bloomquist, 2<sup>nd</sup> by Stern to **approve Bills for \$25,000** or more, batch Dated February 18, 2015 - \$33,000.00
  - a. **Motion carried.**
4. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-09-15** Approving Contract with SEH for the Architectural/Engineering Services for the West Fire Station Building
  - a. **Motion carried** (Stern abstained).

Alder Krause arrived at 8:15 p.m.

Motion by Bloomquist, 2<sup>nd</sup> by Poole to remove from the table - Items 8A-6,7,9, & 10. Motion carried.

8. A. 9. Motion by Bloomquist, 2<sup>nd</sup> by Arnold to **approve Resolution R-22-15** Initial Resolution Authorizing \$605,000 General Obligation Bonds for Fire Department Projects
  - a. **Motion carried.** (Alder Stern abstained)

Due to the delay of Alder Krause and Alder Stern abstaining on agenda Item 8.A.8., there was a motion by Bloomquist, 2<sup>nd</sup> by Arnold to **reconsider** Resolution R-21-15. **Motion carried.**

8. A. 8. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-21-15** Initial Resolution Authorizing \$4,060,000 General Obligation Bonds for Community Development Projects in Tax Incremental District No. 6
  - a. **Motion carried.** (Alder Stern abstained)

8. A. 10. Motion by Bloomquist, 2<sup>nd</sup> by Carpenter to **approve Resolution R-23-15** Initial Resolution Authorizing \$1,290,000 General Obligation Bonds for Maintenance Facility Project
  - a. **Motion carried.** (Alder Stern abstained)

8. A. 6. Motion by Bloomquist, 2<sup>nd</sup> by Carpenter to **approve Resolution R-19-15** Resolution Providing for the Sale of \$5,955,000 General Obligation Corporate Purpose Bonds, Series 2015B
  - a. **Motion carried.** (Alder Stern abstained)
8. A. 7. Motion by Bloomquist, 2<sup>nd</sup> by Poole to **approve Resolution R-20-15** Resolution Directing Publication of Notice to Electors
  - a. **Motion carried.**
- B. **Personnel Committee** – next meeting is March 4<sup>th</sup> at 7:00 a.m.
- C. **Public Safety & Human Services**
  1. Motion by Poole, 2<sup>nd</sup> by Carpenter to **approve Ordinance 2015-O-06** An Ordinance Amending Chapter 56 Article IV - Animal Care and Control, Section 56-74, Prohibited Conduct
    - a. Roll call vote: Ayes: Gonzalez, Krause, Poole, Stern, Arnold, Bloomquist, and Carpenter.
    - b. **Motion carried (7-0).**
  2. Motion by Poole, 2<sup>nd</sup> by Carpenter to **approve Ordinance 2015-0-08** An Ordinance Amending Chapter 70, Sec. 70-309 - Forfeitures Schedule
    - a. **Motion carried.**
    - b. Poole updated the council on the work in progress on the alcohol ordinance as it relates to operator's licensing and procedural changes. Poole noted the operators license application is being modified. Changes to the ordinance are forthcoming.
9. **MAYOR'S REPORT**
  - A. Mayor Pfaff presented the Mayor's report
  - B. Alder District Reports - Arnold gave his deepest condolences to the family of a district 4 resident who was killed in a construction accident this past week.
10. **UNFINISHED BUSINESS** – None
11. **NEW BUSINESS**
  - A. Motion by Poole, 2<sup>nd</sup> by Bloomquist to **approve Resolution R-15-15** First Amendment to the Agreement for Subdivision Improvements in the Plat of Nine Springs– **Direct Referral (BPW, Plan, Finance)**
    1. **Motion carried.**
12. **ANNOUNCEMENTS**
  - A. Next Committee of the Whole Meeting is tomorrow evening with the transit study and space needs study being discussed.
  - B. Next Common Council Meeting, March 10, 2015
13. Motion by Stern, 2<sup>nd</sup> by Bloomquist to **adjourn.**
  - A. **Motion carried.** Time: 8:55 p.m.

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# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **March 10, 2015** Ordinance Number:  
Date to Report Back: **March 24, 2015** Resolution Number: **R-25-15**

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Sponsored by: Alders Poole, Baumbach & Gonzalez Drafted by: City Attorney

**TITLE: A RESOLUTION AMENDING THE CITY OF FITCHBURG FEE SCHEDULE  
RELATING TO CHANGES TO CHAPTER 60 ALCOHOL BEVERAGES**

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### Background:

The City fee schedule is being amended in conjunction with the changes being made to the Chapter 60 Alcohol Beverages.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Public Safety & Human Services	Anderson	March 24, 2015	
2	Finance Committee	Roach	March 24, 2015	
3				
4				

Amendments:

Shawn Pfaff, Mayor  
Introduced by

Clerk  
Prepared by

Public Safety & Human Services, Finance Committee  
Referred to

March 10, 2015  
Date

**RESOLUTION R-25-15**

**A RESOLUTION AMENDING THE CITY OF FITCHBURG FEE SCHEDULE  
RELATING TO CHANGES TO CHAPTER 60 ALCOHOL BEVERAGES**

WHEREAS, The City of Fitchburg Common Council has amended Chapter 60 of the City of Fitchburg Ordinances, Alcohol Beverages; and

WHEREAS, Chapter 60 requires a fee be paid for various liquor licenses; and

WHEREAS, the licensing period for operator's licenses has been changed from a one (1) year license of \$35 to a two (2) year license of \$70, expiring on June 30<sup>th</sup> in odd numbered years; and

WHEREAS, the changes to Chapter 60 also incorporated a late fee of \$250 for all renewal liquor license applications other than operator licenses received after April 15<sup>th</sup> of each licensing year, and has increased the fee for provisional operator licenses to \$15; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the City of Fitchburg fee schedule be amended to provide a fee of \$70 for the (2) year operator's license; a \$250 late fee for all liquor license applications received after April 15<sup>th</sup> of each licensing year; and a provisional operator's license fee of \$15.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Shawn Pfaff, Mayor

Approved:

\_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee of Commission Referral

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Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **March 10, 2015**  
Date to Report Back: **March 24, 2015**

Ordinance Number:  
Resolution Number: **R-26-15**

Sponsored by: Mayor

Drafted by: Public Works

TITLE: Authorizing Acceptance of the 2015 Concrete Contract Bids

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**Background:** The 2015 Public Works budget includes funding for pedestrian improvements to existing concrete sidewalk. This year's project will remove and replace defective sidewalk in Zone 4 (see attached map) and on Fish Hatchery Road just south of Traceway Drive.

The Public Works Department followed a number of procedures to ensure that all area contractors completing this type of work were informed of the City's project. The project was advertised by legal notice in the Wisconsin State Journal and posted on [www.demandstar.com](http://www.demandstar.com). Demand Star notifies suppliers statewide who are registered on their system. The City adds local suppliers who perform this type of work in the area.

On March 4, 2015, at 11:00 a.m., the bid opening was held and 1 bid was received for the 2015 Concrete Contract project. The only bidder was Raymond P. Cattell with a bid of \$83,290. **This bid is ~54% higher than the Engineer's estimate.** Attached is the bid tabulation.

The majority of the sidewalk repair work is assessed to adjoining property owners; 50% to residential and 100% to commercial and multi-family properties. The unit prices for remove and replace sidewalk, in this bid, are significantly higher than what the City has paid in the past. Accepting this bid will exceed the City's budget (of \$10,000) and will also result in a much higher assessment to property owners for their share of the repair cost.

**Due to receiving only one (1) bid, exceeding the City's budget for the project, and having significantly higher unit prices for remove and replace sidewalk, it is staff's recommendation to reject this bid and re-bid the project later this Spring.** Staff will also be able to further evaluate the sidewalk locations that are in need of repair.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	(recommend reject bids)
2	Finance	Roach	March 24, 2015	(recommend reject bids)
3				

Amendments:

Bids Received: *Date: March 4, 2015*  
*Time: 11:00 am*

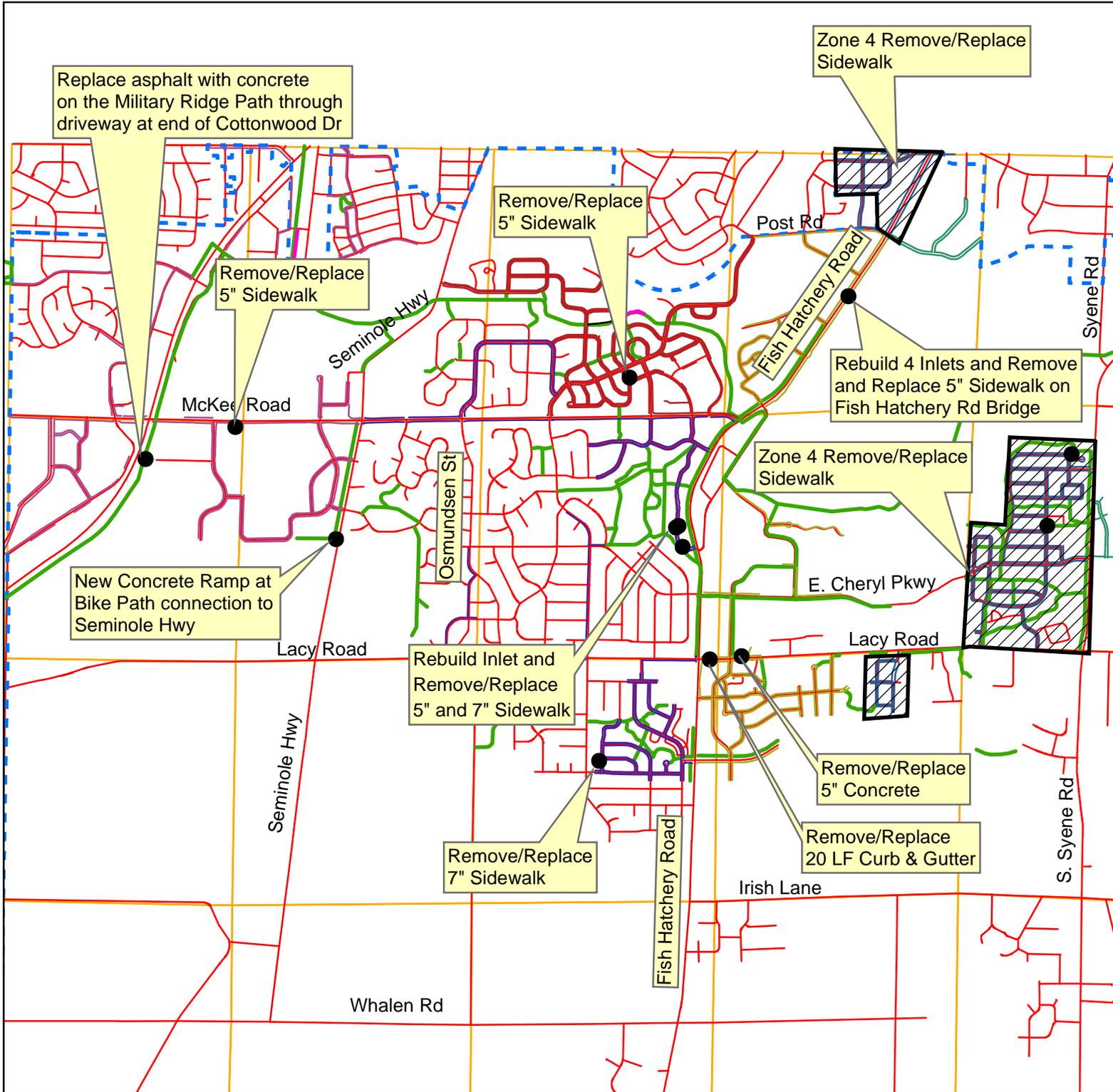
**2015 CONCRETE CONTRACT  
 CITY OF FITCHBURG, WISCONSIN  
 BID TAB**

Bidder and Address		Engineer's Estimate			Raymond P. Cattell		
Item No.	Estimated Quantity and Unit		Description	Unit Price	Extension	Unit Price	Extension
	1	LS	Traffic Control for Fish Hatchery Road work	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
	100	LF	Remove & Replace Curb & Gutter	\$40.00	\$4,000.00	\$65.00	\$6,500.00
	5	EA	Rebuild Inlet	\$1,200.00	\$6,000.00	\$1,200.00	\$6,000.00
	1,582	SF	5 - IN Sidewalk, Remove & Replace	\$8.00	\$12,656.00	\$17.50	\$27,685.00
	425	SF	7 - IN Sidewalk, Remove & Replace	\$8.75	\$3,718.75	\$19.00	\$8,075.00
	1,020	SF	7 - IN HES Sidewalk, Remove & Replace	\$9.00	\$9,180.00	\$20.00	\$20,400.00
	225	SF	6 - IN Remove/Replace Concrete Ramp	\$8.50	\$1,912.50	\$20.00	\$4,500.00
	72	SF	Detectable Warning Field	\$45.00	\$3,240.00	\$40.00	\$2,880.00
	250	SF	Driveway Asphalt Patch	\$3.00	\$750.00	\$15.00	\$3,750.00
			<i>Bid Bond Attached</i>				X
			<i>Addendum 1</i> As read at bid opening				
<b>COMPUTED TOTAL</b>					<b>\$44,957.25</b>		<b>\$83,290.00</b>

# APPENDIX B 2015 CONCRETE CONTRACT LOCATION MAP



Scale:  
1 in. = 2,960 ft.



Shawn Pfaff, Mayor  
Introduced By

Public Works  
Prepared by

Board of Public Works and Finance  
Referred to

March 10, 2015  
Date

**RESOLUTION R-26-15  
AUTHORIZING ACCEPTANCE OF  
2015 CONCRETE CONTRACT BID**

WHEREAS, the 2015 budget includes funds for pedestrian improvements to existing concrete sidewalk which involves removing and replacing defective sidewalk in Zone 4; and

WHEREAS, the Director of Public Works has prepared construction plans/specifications and obtained competitive bids for this work; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on February 11, 2015 and February 18, 2015 and posted on [www.demandstar.com](http://www.demandstar.com); and

WHEREAS, on March 4, 2014 at 11:00 a.m. (x) sealed bids received were publicly opened with the results listed on the attached bid tab; and

WHEREAS, the low bidder, (xxx) was found to be the lowest responsive bid and in compliance with the bid specifications;

NOW THEREFORE BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the 2015 Concrete Contract to (xxx) in the amount of (xx); and

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to sign the contracts with (xxx) for the 2015 Concrete Contract Bid.

Adopted by the Common council of the City of Fitchburg this 24<sup>th</sup> day of March, 2015

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee or Commission Referral

---

Direct Referral Initiated by:  
 Direct Referral Approved by:

Date Referred: **March 10, 2015** Ordinance Number:  
 Date to Report Back: **March 24, 2015** Resolution Number: **R-27-15**

---

Sponsored by: Mayor Drafted by: Public Works

**TITLE: Approving Agreement for the Resurfacing of CTH MM  
 Consisting of 600 Foot Sections Both North and South of  
 the Interchange with USH 14 in the City of Fitchburg**

**Background:** The attached agreement has been edited by the City Attorney and City Administrator and has been forwarded to the County for review and approval. A final version of the agreement is anticipated prior to action by the Board of Public Works and Finance.

This agreement authorizes the City to contribute \$50,000, in 2015, towards the resurfacing of CTH MM for two (2) ~ 600 foot sections located both north and south of the USH 14 interchange.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	
2	Finance	Roach	March 24, 2015	
3				
4				

Amendments:

**AGREEMENT FOR THE RESURFACING OF CTH MM CONSISTING OF 600 FOOT SECTIONS BOTH NORTH AND SOUTH OF THE INTERCHANGE WITH USH 14 IN THE CITY OF FITCHBURG**

Field Code Changed

THIS AGREEMENT (“Agreement”) is made and entered into by and between the County of Dane, a quasi-municipal corporation in the State of Wisconsin (hereinafter referred to as “COUNTY”), and the City of Fitchburg; a municipal corporation in the State of Wisconsin (hereinafter referred to as “CITY”)

**WITNESSETH:**

WHEREAS, The COUNTY without the approval of the CITY expanded a portion of County Highway MM located in the CITY to a paved width greater than 18 feet, and

WHEREAS, Wis. Stats., sec. 83.05(1) and 44 AG 97, places with the CITY the entire power to make the determination to pave a County Highway within the CITY to a width greater than 18 feet; and

WHEREAS ~~the CITY and~~ COUNTY has~~ve~~ determined that two sections of County Trunk Highway (“CTH”) MM, located in CITY that were previously widened to a paved width greater than 18 feet without the approval of the City, are in need of resurfacing ("the Project"), and

WHEREAS, the COUNTY has asked the CITY to Contribute to the Project~~which will require contributions from CITY and COUNTY;~~ and

**WHEREAS** the Project will be financed by a combination of COUNTY and CITY funds; and

**WHEREAS** pursuant to Section 66.0301, Wis. Stats., CITY and COUNTY wish to formalize arrangements for the Project's cost;

**NOW, THEREFORE,** in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, CITY and COUNTY do agree as follows:

1. COUNTY will resurface two existing 600 foot concrete sections located on CTH MM on both the north and south sides of the USH 14 interchange. The resurfacing will consist of rubblizing the existing concrete surface and placing 5 inch HMA surface over the rubblized material.
2. The Project shall be completed in 2015.
3. COUNTY's total obligations under this Agreement, shall not exceed \$100,000. CITY'S total obligations under this Agreement shall not exceed \$50,000. Costs shall be apportioned per each party's pro rata share.

4. CITY shall reimburse COUNTY within 60 days after invoices are received by CITY.

5. This Agreement is a one-time exception to COUNTY's past practice and its Policy on Joint Projects with Municipalities which requires an equal sharing of costs on those items in which COUNTY participates.

6. This agreement does not constitute approval by the CITY for the widening of that portion of County Highway MM within the Project area.

Formatted: List Paragraph, Left, No bullets or numbering

7. This Agreement shall not be construed as creating a binding precedent or practice by any party and shall not be considered as creating any future obligations on any party to act in a similar fashion under the same or similar circumstances.

Formatted: List Paragraph, Left, No bullets or numbering

8. During the term of this Agreement, CITY and COUNTY, each for itself, agree to abide by its own equal employment and nondiscrimination policies and affirmative action plan and, in doing so, to make all employment and service related decisions without regard to age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs and to provide equal opportunity including but not limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, or any other form of compensation. CITY agrees to post in conspicuous places, available to all employees and applicants for employment, notices setting forth the provisions of this Agreement as they relate to affirmative action and nondiscrimination. This listing of prohibited bases for discrimination shall not be construed to amend in any fashion state or federal law setting forth additional bases, and exceptions shall be permitted only to the extent allowable in state or federal law.

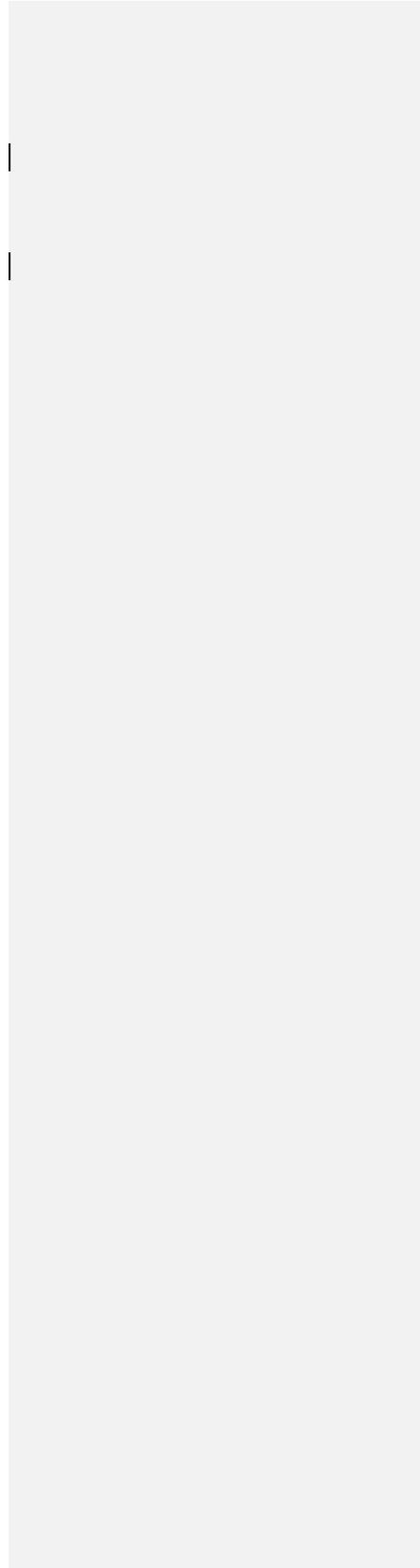
9. Each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, boards, commissions, agencies, officers, and representatives and shall be responsible for any losses, claims, and liabilities which are attributable to such acts, errors, or omissions including providing its own defense. In situations including joint liability, each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, agents, boards, commissions, agencies, officers and representatives. It is not the intent of the parties to impose liability beyond that imposed by state statutes. The obligations of the parties under this paragraph shall survive the expiration or termination of this Agreement.

10. This Agreement may only be amended in writing upon agreement by both parties.

~~9.11.~~ Each party warrants for itself that it has complied with all necessary requirements to execute this Agreement and that the person executing this Agreement on its behalf is authorized to do so.

~~10.12.~~ The parties may evidence their agreement to the foregoing upon one or several counterparts of this instrument, which together shall constitute a single instrument.

**SIGNATURE PAGE FOLLOWS**



**SIGNATURE PAGE**

**FOR THE COUNTY:**

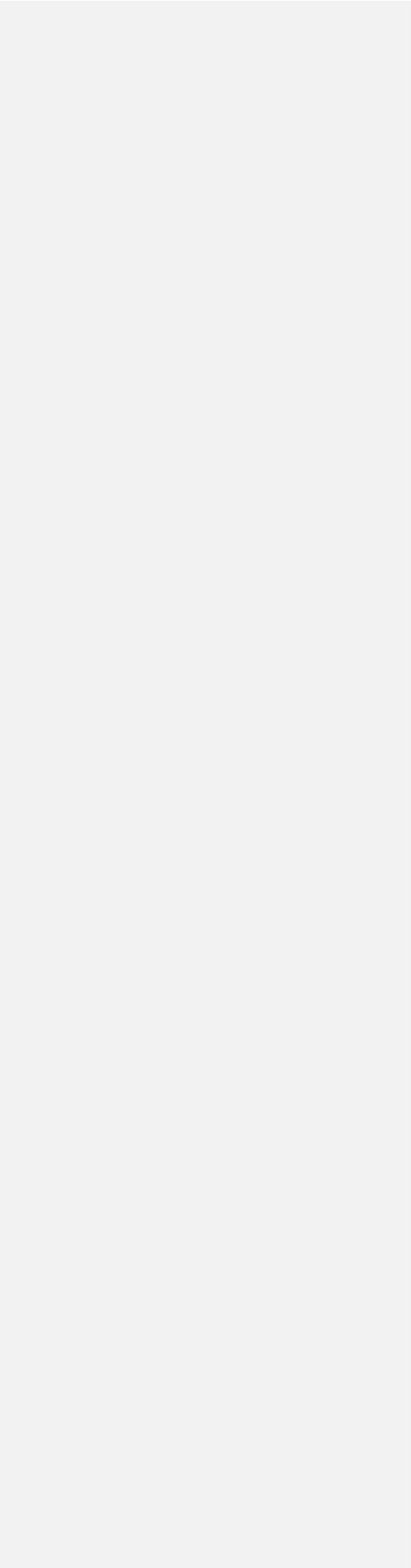
Date Signed: \_\_\_\_\_  
Joe Parisi, Dane County Executive

Date Signed: \_\_\_\_\_  
Scott McDonald, Dane County Clerk

**FOR THE CITY OF FITCHBURG:**

Date Signed: \_\_\_\_\_  
Shawn Pfaff, Mayor

Date Signed: \_\_\_\_\_  
[Patti Anderson](#)~~Linda Cory~~, City Clerk



Shawn Pfaff, Mayor  
Introduced by

Public Works  
Prepared by

Board of Public Works, Finance  
Referred to

March 10, 2015  
Date

**RESOLUTION R-27-15  
APPROVING AGREEMENT FOR THE RESURFACING OF CTH MM  
CONSISTING OF 600 FOOT SECTIONS BOTH NORTH AND SOUTH  
OF THE INTERCHANGE WITH USH 14 IN THE CITY OF FITCHBURG**

**WHEREAS**, In 2012, the Wisconsin Department of Transportation (WisDOT) and Dane County Highway (County) constructed road and intersection improvements along CTH MM, near the USH 14 interchange, to address increases in traffic volumes during the Verona Road reconstruction and to reduce the number of crashes that occur at this location; and

**WHEREAS**, these improvements were completed without the approval of the City of Fitchburg (City); and

**WHEREAS**, the limits of the project extended from just south of the intersection with CTH M to just north of the WB USH 14 on-ramp and consisted of the construction of three roundabouts at CTH M and both USH 14 ramp intersections; and

**WHEREAS**, two (2) sections of CTH MM were not resurfaced as part of the project, both north and south of the project limits for a distance of 600 feet in each direction; and

**WHEREAS**, the asphalt at both locations is in poor condition and the County would like to improve those 600 foot lengths of CTH MM this year and has requested the City to share in the resurfacing costs with a 50/50 split; and

**WHEREAS**, the City’s total financial obligation towards the project shall not exceed \$50,000; and

**WHEREAS**, entering into this agreement shall not be construed as setting a precedent or practice by any party and shall not be considered as creating any future obligations on any party to act in a similar fashion under the same or similar circumstances.

**THEREFORE, BE IT RESOLVED that** the Common Council of the City of Fitchburg hereby approves the attached agreement with the County, subject to technical corrections approved by the City Engineer and City Attorney, and authorizes the Mayor and City Clerk to sign the necessary documents.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Shawn Pfaff, Mayor

Approved:

\_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee or Commission Referral

---

Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **March 10, 2015**                      Ordinance Number:  
Date to Report Back: **March 24, 2015**              Resolution Number: **R-28-15**

---

Sponsored by: Mayor                                      Drafted by: Public Works

**TITLE:            ACCEPTING PARTIAL PUBLIC IMPROVEMENTS AND AUTHORIZING  
ISSUANCE OF BUILDING PERMITS FOR CERTAIN LOTS IN TECHLANDS  
PLAT**

**Background:** The developer is nearing completion of the public improvements to service Lots 1 through 4 and 24 through 25 within the TechLands plat. This resolution will allow building and occupancy permits to be issued for these lots.

Additional public improvements are necessary to properly accommodate drainage of lands south of the TechLands plat. Lots that will be directly or indirectly affected by these improvements are not in the condition required for acceptance at this time.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	3/16/15	
2				
3				
4				

Amendments:

Shawn Pfaff, Mayor  
Introduced by

Planning and Public Works  
Prepared by

Public Works  
Referred to

March 10, 2015  
Date

**RESOLUTION R-28-15**  
**ACCEPTING PARTIAL PUBLIC IMPROVEMENTS AND AUTHORIZING ISSUANCE OF**  
**BUILDING PERMITS FOR CERTAIN LOTS IN TECHLANDS PLAT**

WHEREAS, on July 8, 2014, the City of Fitchburg (the “City”) and TechLands, LLC (the “Subdivider”) entered into an agreement for the subdivision improvements (the “Contract”) in the Plat of TechLands in the City of Fitchburg (the “Plat”): and

WHEREAS, the Plat was recorded as document # 5083285; and

WHEREAS, the Plat lacks sufficient facilities to properly accommodate drainage of lands south of the Plat in accordance with chapter 30 of the municipal code; and

WHEREAS, the drainage improvements necessary to be in compliance with Chapter 30 of the municipal code are anticipated to directly affect lots 22 and 23, and outlot 4 in the Plat; and

WHEREAS, the deficiencies in the design hinder the viability of Outlot 4 to be utilized as park land; and

WHEREAS, outlot 4 is currently dedicated for park purposes, therefore, the single family lots, lots 5 through 21, the multi-family outlot, outlot 2, and related improvements in the Plat are also affected; and

WHEREAS, Promega Corporation was granted a building permit and will require acceptance of public improvements related to their facility on lot 24 in the Plat; and

WHEREAS, accepting public improvements and allowing building or occupancy permit issuance for lots 1 through 4 and 24 through 25 in the Plat will not affect the ability to convey the storm water south of the Plat; and

WHEREAS, the City Engineer has inspected and conditionally approved the subdivision improvements in lots 1 through 4 and 24 through 25 of the Plat as being in the condition called for by the contract except that final restoration has not been completed; and

WHEREAS, the Board of Public Works has reviewed the proposal and recommends acceptance of Public Improvements for a portion of the Plat being Nobel Drive from the west Plat line through the intersection of Mica Road, Mica Road south of Nobel Drive, and lots 1 through 4 and 24 through 25.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Common Council of the City of Fitchburg, Dane County, Wisconsin, hereby accepts the public improvements within the Plat and easements on Nobel Drive from the west Plat line through the intersection of Mica Road, Mica Road south of Nobel Drive, and on lots 1 through 4 and 24 through 25 in accordance with the following:

A. Building or occupancy permits may be issued for lots 1 through 4, and 24 through 25 of the Plat subject to the following:

(a) filing of affidavits and lien waivers with the City Engineer evidencing that there are no claims, actions or demands for damages arising out of or in any way relating to the project and that no monies are owed to any surveyor, mechanic, contractor, subcontractor, materialman or laborer and no such claims, actions or demands will be filed by the City Clerk,

- (b) provision of sufficient security, satisfactory to the City Engineer, City Attorney and Mayor has been posted pursuant to the Contract to guarantee against defects in materials and workmanship in the improvements hereby accepted for a period of one year following compliance with the terms and conditions of this Resolution;
- (c) timely payment by Subdivider of all outstanding engineering, inspection, consulting, legal fees, and other outstanding expenses and administrative costs incurred by the City as outlined in the contract;
- (d) verification by the City Administrator that all outstanding invoice charges related to the Plat, including legal and engineering fees, have been paid by the Subdivider; and
- (e) completion of all punchlist items related to the accepted public improvements.

B. Nothing herein contained shall relieve the Subdivider of having plans approved and constructing storm water improvements to properly accommodate the flow south of the Plat and to complete the recreation path at the south edge of lot 23 and outlot 4. Lots 5 through 23 in the Plat shall not have any permit to start, or building permit issued until a resolution accepting such lots and the remainder of public improvements has been adopted by the Common Council.

BE IT FURTHER RESOLVED, Upon compliance with all above conditions, the City accepts for public use the public improvements on Nobel Drive from the west Plat line through the intersection of Mica Road, Mica Road south of Nobel Drive, and on lots 1 through 4 and 24 through 25 in the Plat and the Mayor and City Clerk may execute the required acceptances on behalf of the City.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Approved: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee of Commission Referral

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Direct Referral Initiated by:

Direct Referral Approved by:

Date Referred: **March 10, 2015**

Ordinance Number:

Date to Report Back: **March 24, 2015**

Resolution Number: **R-29-15**

Sponsored by: Mayor

Drafted by: Public Works

**TITLE:** Authorizing Acceptance of the 2015 Crack Sealing Contract Bids

---

**Background:** The 2015 budget includes funding for street maintenance including crack sealing. Crack sealing increases the pavement life and is necessary prior to chip sealing roads.

Attached is the bid tabulation for the 2015 Crack Sealing Program. The Public Works 2015 budget has funds available for this project. The project consists of crack sealing rural and urban collectors as well as all roads planned for chip sealing in 2015. The project was advertised by legal notice in the Wisconsin State Journal and posted on [www.demandstar.com](http://www.demandstar.com). On March 4, 2015, at 11:00 a.m., the bid opening was held and 5 bids were received for the 2015 Crack Sealing Program. The low bidder was Precision Sealcoating Inc. with a bid of \$23,985.00. The low bid was 2.5% below the Engineer's estimate.

Precision Sealcoating Inc. has not performed work in the City of Fitchburg. References were checked for three municipalities and all confirmed that the product, installation and crews have meet expectations and contractual requirements.

Staff's recommendation is to award the 2015 Crack Sealing Program to Precision Sealcoating Inc. in the amount of \$23,985.00.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	
2	Finance	Roach	March 24, 2015	
3				
4				

Amendments:

Bids Received:        *Date: March 4, 2015*  
                                  *Time: 11:00 a.m.*

**2015 CRACK SEALING  
 CITY OF FITCHBURG, WISCONSIN**

2015 Crack Sealing Bid Tab				Engineer's Estimate		Precision Sealcoating Inc. PO Box 24 Princeton, WI 54968		American Pavement Solutions, Inc. 1455 Gruber Road PO Box 13007 Green Bay, WI 54307-3007		Asphalt Services LLC PO Box 381 Rochester, WI 53167		Fahrner Asphalt Sealers 316 Raemisch Road Waunakee, WI 53597		Thunder Road Asphalt 612 N. Sawyer Road Oconomowoc, WI 53066	
	Bid Item	Quantity	Units	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Crack Sealer Routed	20,500	lbs	\$1.20	\$24,600.00	\$1.17	\$23,985.00	\$1.64	\$33,620.00	\$1.48	\$30,340.00	\$1.68	\$34,440.00	\$1.85	\$37,925.00
	Bid Bond Attached					Yes		Yes		Yes		Yes		Yes	
<b>COMPUTED TOTAL</b>					<b>\$24,600.00</b>		<b>\$23,985.00</b>		<b>\$33,620.00</b>		<b>\$30,340.00</b>		<b>\$34,440.00</b>	**	<b>\$37,925.00</b>

\*\*The Thunder Road Asphalt proposal was not signed or sealed.

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Prepared by

Board of Public Works and Finance  
Referred to

March 10, 2015  
Date

**RESOLUTION R-29-15  
AUTHORIZING ACCEPTANCE OF  
2015 CRACK SEALING PROGRAM CONTRACT BID**

WHEREAS, the 2015 budget includes funds for crack sealing rural and urban collector roads; and

WHEREAS, the Director of Public Works has prepared construction plans/specifications and obtained competitive bids for this work; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on February 18, 2015 and February 25, 2015 and posted on [www.demandstar.com](http://www.demandstar.com); and

WHEREAS, on March 4, 2015 at 11:00 a.m. 5 sealed bids received were publicly opened with the results listed on the attached bid tab; and

WHEREAS, Precision Sealcoating Inc., low bid of \$23,985.00 was found to be in compliance with the bid specifications;

NOW THEREFORE BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the 2015 Crack Sealing Program Contract to Precision Sealcoating in the amount of \$23,985.00; and

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to sign the contracts with Precision Sealcoating Inc. for the 2015 Crack Sealing Program Contract Bid.

Adopted by the Common council of the City of Fitchburg this 24<sup>th</sup> day of March, 2015

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **March 10, 2015** Ordinance Number:  
Date to Report Back: **March 24, 2015** Resolution Number: **R-30-15**

---

Sponsored by: Mayor Drafted by: Public Works

**TITLE: ADOPTING THE SYENE SANITARY SEWER INTERCEPTOR - PHASE I  
2015 CHARGE ADJUSTMENTS**

**Background:** The Syene Interceptor was installed in 2001 to provide sanitary sewer service to the eastern portion of the City. A charge report was approved to collect the costs to install this interceptor from all benefitting properties. Per the policy on “Establishment and Allocation of Interceptor Connection Charges” the interceptor connection charge rate shall be adjusted to include additional sub-interceptors. In 2014 a sub-interceptor was installed to service lands south of Lacy Road near South Syene Road. The 2015 connection charge adjustments will recover these additional costs.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	
2	Finance	Roach	March 24, 2015	
3				
4				

Amendments:





Shawn Pfaff, Mayor  
Introduced By

Public Works  
Drafted By

Board of Public Works and Finance  
Committee

March 10, 2015  
Date

**Resolution R-30-15**

**ADOPTING THE SYENE SANITARY SEWER INTERCEPTOR - PHASE I  
2015 CHARGE ADJUSTMENTS**

WHEREAS, Resolution R-23-03 adopted the Syene Sanitary Sewer Interceptor - Phase I Connection Charge Report; and

WHEREAS, Resolution R-76-06 adopted the Syene Sanitary Sewer Interceptor - Phase 1 2006 Connection Adjustments; and

WHEREAS, in 2014 a sub-interceptor was installed to service lands south of Lacy Road near South Syene Road; and

WHEREAS, due to these changes, it is necessary to adjust the current charges to ensure that the Fitchburg Utility District No. 1 collects the costs of installing this sub- interceptor; and

WHEREAS, these adjustments are in accordance with the Policy on "Establishment and Allocation of Interceptor Connection Charges;" and

WHEREAS, these 2015 adjusted charges will be collected on future lands within the Syene Sanitary Sewer Interceptor Section 1 Service Area as they are platted or connected, whichever comes first.

NOW, THEREFORE, BE IT HEREBY RESOLVED, the Common Council of the City of Fitchburg, Dane County, Wisconsin, adopts the Syene Sanitary Sewer Interceptor - Phase I 2015 Charge Adjustments on file in the City Engineer's office.

BE IT FURTHER RESOLVED, that it authorizes the City Engineer to assess the charges and place the funds collected in the Utility District No.1 budget.

Adopted by the Common Council of the City of Fitchburg this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee or Commission Referral

---

Direct Referral Initiated by:  
 Direct Referral Approved by:

Date Referred: **March 10, 2015**                      Ordinance Number:  
 Date to Report Back: **March 24, 2015**              Resolution Number: **R-31-15**

---

Sponsored by:    Drafted by: Public Works

**TITLE:        AUTHORIZING PURCHASE OF 2015 DIAMOND SPEC 7400 SFA 4 X 2  
 (SA525) PLOW TRUCK**

---

**Background:**

The equipment replacement schedule calls for the replacement of one plow truck in 2015. All of our plow trucks are currently International trucks. Staying with one model type reduces the amount of parts in inventory that need to be kept in stock. Also our software for diagnosing engine issues is for International Trucks. We have been purchasing these trucks through either the County or State Bid process. Capital City International has quoted us a price based on the Dane County Highway bid. By taking advantage of this bid process, we are able to obtain a better price through fleet purchase than if we were to custom order a truck on our own. There is approximately a \$33,000 discount from the list price from the truck with the municipal discount and county bid. If we order the truck now, it would not be placed in service until winter 2015. The existing plow truck would be sold through internet auction, [www.publicsurplus.com](http://www.publicsurplus.com), and would not be auctioned until the new truck is placed in service. Specifications for the purchase of the plow, dump body, wing, and tailgate spreader and hydraulic system will be prepared separately. We will need approval for purchase of those items at a later date.

Staff's recommendation is to proceed with the purchase of the 2015 Diamond Spec 7400 SFA 4x2 (SA525) Plow Truck from Capital City International in the amount of \$85,552.00, approve the disposal of the 2003 International Diamond 4X2, VIN 1HTWDADR43J053508 and authorize the City Administrator to obtain bids for the surplus vehicle on [www.publicsurplus.com](http://www.publicsurplus.com) with a minimum bid of \$25,000.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	
2	Finance Committee	Roach	March 24, 2015	
3				
4				

Amendments:

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Drafted By

Board of Public Works & Finance  
Referred To

March 10, 2015  
Date

**Resolution R-31-15**  
**AUTHORIZING PURCHASE OF 2015 DIAMOND**  
**SPEC 7400 SFA 4 X 2 (SA525) PLOW TRUCK**

WHEREAS, the 2015 Capital Equipment Budget includes funding for the purchase of a plow truck; and

WHEREAS, Capital City International has provided a quote based off the Dane County Highway bid price; and

WHEREAS, the plow, wing, salter, and dump body are purchased directly from separate vendors; and

NOW, THEREFORE BE IT HEREBY RESOLVED, the Common Council of the City of Fitchburg, Dane County, Wisconsin, hereby approves the purchase of the 2015 Diamond SPEC 7400 SFA 4 x 2 (SA 525) from Capital City International, Inc. in the amount of \$85,552.00

BE IT FURTHER RESOLVED, that it approves as surplus the 2003 International Diamond and authorizes the City Administrator to obtain bids at [www.publicsurplus.com](http://www.publicsurplus.com) for the sale of the vehicle with the minimum bid of \$25,000.

Adopted by the Common Council of the City of Fitchburg this \_\_\_\_ day of \_\_\_\_\_ 2015.

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee of Commission Referral

---

Direct Referral Initiated by:

Direct Referral Approved by:

Date Referred: **March 10, 2015**

Ordinance Number:

Date to Report Back: **March 24, 2015**

Resolution Number: **R-33-15**

---

Sponsored by: Mayor

Drafted by: Public Works

**TITLE: Preliminary Assessment Resolution for 2015 Curb and Gutter Replacement**

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**Background:** For the 2015 street improvement project, defective curb and gutter will be replaced as part of the work. The cost of the replacement curb and gutter is an assessable cost based on the City Assessment policy. This resolution is the first part of the assessment process.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	
2	Finance	Roach	March 24, 2015	
3				
4				

Amendments:

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Prepared by

Board of Public Works, Finance  
Referred to

March 10, 2015  
Date

**RESOLUTION R-33-15**  
**PRELIMINARY ASSESSMENT RESOLUTION FOR**  
**2015 RESURFACING CURB AND GUTTER REPLACEMENT**

Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers Under Municipal Police Powers pursuant to §66.0701 Wisconsin Statutes, and Fitchburg Code of Ordinances Section 10-215 for the cost of replacing defective curb and gutter on streets in the 2015 Street Improvements contract in the City of Fitchburg.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Fitchburg, Dane County, Wisconsin that

1. The Common Council hereby declares its intention to exercise its police power under Sec. 66.0703 Wis. Stats. as incorporated in Section 10-215 of the Fitchburg Ordinances, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by replacement of defective curb and gutter.
2. The property to be assessed lies within the following described assessment district:

**ASSESSMENT DISTRICT**

All properties with defective curb and gutter as identified by the City Engineer fronting Monticello Way from S. Whitney Way to City Limits, Tanager Trail, Richmond Drive, Marledge Street from Raritan Road to 200' south of Barbara Drive, Osmundsen Road from Devoro Road to Lacy Road, and Osmundsen Road from Lacy Road to Stanbrook Road.

3. The City Council hereby determines that the improvements constitute an exercise of the police power for the health, safety and welfare of the public.
4. The total amount assessed against the properties in the defined assessment district shall not exceed 100% of the City's direct and indirect costs of the improvements including, but not limited to, actual construction costs and related costs of engineering and legal services, administrative expense and borrowing costs related to the project.
5. The assessment against any parcel may be paid in cash or equal annual installments in accordance with schedule below, with interest on the unpaid balance at one percent (1%) over the City's borrowing rate. If the installment method is selected the remaining balance is due at time of transfer or sale of ownership of parcel.  
Assessment Schedule:
  - a. If the assessment is less than \$500.00, the assessment shall be paid in one (1) annual installment.
  - b. If the assessment is at least \$500.00 but less than \$999.00, the assessment shall be paid in up to three (3) annual installments.

- c. If the assessment is at least \$1000.00 but less than \$4,999.00, the assessment shall be paid in up to five (5) annual installments.
  - d. If the assessment is greater than \$5000.00, the assessment may be paid in seven (7) or more annual installments.
6. The City Engineer shall prepare a Preliminary Assessment Report which shall consist of:
- a. Plans and specifications for the improvements.
  - b. An estimate of the entire direct and indirect cost of the improvements.
  - c. A schedule of the proposed assessments as to each parcel of property within the defined assessment district.
  - d. A statement that the respective properties against which the assessments are proposed are benefitted.
7. When the Preliminary Assessment Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.
8. Upon receiving the report of the City Engineer, the Clerk shall cause notice to be given pursuant to § 66.0703(7) Wisconsin Statutes, stating the nature of the proposed improvement, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the public hearing on the matter contained in the Preliminary Resolution and the Report. The notice shall be published as a Class 1 notice under Wis. Stat. Ch. 985 and a copy shall be mailed at least ten (10) days before the hearing, to every interested person whose post office address is known or can be ascertained with reasonable diligence.
9. The hearing shall be held before the Board of Public Works April 6, 2015 or at a later date at a time set by the City Clerk in accordance with § 66.0703(7) Wis. Stats.

Adopted this 24th day of March, 2015.

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee of Commission Referral

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Direct Referral Initiated by:

Direct Referral Approved by:

Date Referred: **March 10, 2015**

Ordinance Number:

Date to Report Back: **March 24, 2015**

Resolution Number: **R-34-15**

Sponsored by: Mayor

Drafted by: Public Works

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**TITLE: Authorizing Acceptance of the 2015 Street and Park and Novation Campus Improvements Contract Bids**

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**Background:** Attached is the bid tabulation and resolution for the 2015 Street and Park and Novation Campus Improvements contract. The Public Works budget has funds available for this project. The Public Works Department followed a number of procedures to ensure that all area contractors completing this type of work were informed of the City's project. The project was advertised by legal notice in the Wisconsin State Journal and posted on [www.demandstar.com](http://www.demandstar.com). Demand Star notifies suppliers statewide who are registered on their system. The City adds local suppliers who perform this type of work in the area.

On March 4, 2015, at 11:00 a.m., the bid opening was held and 1 bid was received for the 2015 Street and Park and Novation Campus Improvements project. The low bidder was Payne and Dolan, Inc., with a base bid of \$915,033.89, bid alternative A of \$151,975.63 and bid alternative B of 21,487.00. The grand total for all three prices comes to \$1,088,496.52. The low bid was 10.9% less than the Engineer's estimate.

The Street and Park Improvements portion of the contract consists of street resurfacing on Monticello Way, Tanager Trail, Richmond Drive, Marledge Street, Barbara Drive, Osmundsen Road, Whalen Road, Irish Lane; bike shoulder additions on Whalen Road and S. Seminole Highway and the Parks Department's paving projects for the Research Park Drive path, Hatchery Hill Park half basketball court and McKee Farms Park Splash Pad parking addition. The City received funding from the Local Roads Improvements Program (LRIP) for Monticello Way in the amount of \$57,888.65 which must be spent in 2015. The project also includes stormwater pipes and structures on Richmond Drive and Barbara Drive.

The Novation Campus Improvements portion of the contract shown as alternative A and B. This project has been bid twice and rejected both times due to high costs. The project consists of constructing Novation Parkway to connect to Rimrock Road in the Town of Madison. Additionally new sidewalk will be installed along Latitude 43 Street for better accessibility. The low bid for alternative A and B together comes to \$173,462.63 well within the \$228,000 budget.

Payne and Dolan, Inc. is a local contractor that has been in business for many years. They have competed work for the City in the past and have performed well. They were the low bidder and awarded the Street Resurfacing project the past four years. We have worked with the subcontractors they are proposing for the grading, stormwater, concrete and traffic control with good results.

Staff's recommendation is to award the 2015 Street and Park and Novation Campus Improvements project to Payne and Dolan, Inc. in the amount of \$1,088,496.52.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Woodard	March 16, 2015	
2	Finance	Roach	March 24, 2015	
3				
4				

Amendments:

2015 Street and Park Improvements and Novation Campus Improvements				Engineer's Estimate		Payne & Dolan, Inc.	
Bid Opening: 11 AM, Wednesday, March 4, 2015						6295 Lacy Rd, Fitchburg, WI 53593	
Item No.	Description	Qty.	Unit	Unit Price	Extension	Unit Price	Extension
<b>100</b>	<b>General</b>						
101	Traffic Control	1	LS	\$ 1,000.00	\$ 1,000.00	\$9,100.00	\$ 9,100.00
102	Traffic Control-Shoulder Additions	1	LS	\$ 2,500.00	\$ 2,500.00	\$1,100.00	\$ 1,100.00
103	Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00	\$18,000.00	\$ 18,000.00
<b>200</b>	<b>Erosion Control</b>						
201	Inlet Protection, Type D	21	EA	\$ 85.00	\$ 1,785.00	\$105.00	\$ 2,205.00
202	Stone Ditch Check	120	T	\$ 100.00	\$ 12,000.00	\$18.00	\$ 2,160.00
<b>300</b>	<b>Grading/Removal</b>						
301	Excavation of Shoulders	2,950	LF	\$ 7.50	\$ 22,125.00	\$5.35	\$ 15,782.50
302	Excavtion Below Subgrade	1,671	CY	\$ 27.50	\$ 45,952.50	\$27.00	\$ 45,117.00
303	Sawing Asphalt	800	LF	\$ 2.10	\$ 1,680.00	\$1.50	\$ 1,200.00
304	Utility Line Opening	4	EA	\$ 500.00	\$ 2,000.00	\$350.00	\$ 1,400.00
305	Grading & Restoration-Outside of Shoudler Area	1,450	LF	\$ 15.00	\$ 21,750.00	\$6.90	\$ 10,005.00
<b>400</b>	<b>Concrete</b>						
401	30" Curb & Gutter, Remove & Replace	1,081	LF	\$ 35.00	\$ 37,835.00	\$35.86	\$ 38,764.66
402	18" Curb & Gutter, Remove & Replace	20	LF	\$ 30.00	\$ 600.00	\$35.35	\$ 707.00
403	5" Concrete, Remove & Replace	250	SF	\$ 7.40	\$ 1,850.00	\$7.07	\$ 1,767.50
404	6" Concrete, Remove & Replace	300	SF	\$ 7.65	\$ 2,295.00	\$7.58	\$ 2,274.00
405	7" Concrete, Remove & Replace	250	SF	\$ 7.90	\$ 1,975.00	\$8.08	\$ 2,020.00
406	Detectable Warning Field, Natural Patina	28	SF	\$ 30.00	\$ 840.00	\$35.35	\$ 989.80
407	Valley Gutter Remove & Replace	32	SY	\$ 30.00	\$ 960.00	\$95.96	\$ 3,070.72
<b>500</b>	<b>Paving</b>						
501	Pulverize Pavement	44,593	SY	\$ 2.10	\$ 93,645.30	\$1.65	\$ 73,578.45
502	Pulverize Pavement, Paths	1,811	SY	\$ 1.80	\$ 3,259.80	\$1.65	\$ 2,988.15
503	Base Aggregate Dense 3/4-Inch	478	T	\$ 12.00	\$ 5,736.00	\$16.00	\$ 7,648.00
504	Base Aggregate Dense 1 1/4-Inch	512	T	\$ 12.00	\$ 6,144.00	\$11.15	\$ 5,708.80
505	Base Aggregate Dense 3-Inch	1,122	T	\$ 12.00	\$ 13,464.00	\$10.75	\$ 12,061.50
506	Tack Coat	2,697	Gal	\$ 2.00	\$ 5,394.00	\$2.00	\$ 5,394.00
507	HMA Pvmt BIND. E-0.3; 12.5mm, PG58-28	2,295	T	\$ 62.00	\$ 142,290.00	\$56.25	\$ 129,093.75
508	HMA Pvmt BIND. E-1; 19.0mm, PG58-28	2,978	T	\$ 62.00	\$ 184,636.00	\$54.15	\$ 161,258.70
509	HMA Pvmt Surface Modified E-0.3; 12.5mm, PG58-28	2,267	T	\$ 62.00	\$ 140,554.00	\$57.00	\$ 129,219.00
510	HMA Pvmt Surface Modified E-1; 12.5mm, PG58-28	2,513	T	\$ 62.00	\$ 155,806.00	\$58.00	\$ 145,754.00
511	HMA Roadway Patch	40	T	\$ 135.00	\$ 5,400.00	\$160.00	\$ 6,400.00
512	HMA Patch Driveway Apron	30	T	\$ 300.00	\$ 9,000.00	\$110.00	\$ 3,300.00
513	HMA Pvmt Surface E-0.3; 12.5mm, PG58-28 Path	321	T	\$ 69.00	\$ 22,149.00	\$60.00	\$ 19,260.00
514	HMA Pvmt Surface E-0.3; 12.5mm, PG58-28 Basketball Court	44	T	\$ 100.00	\$ 4,400.00	\$90.00	\$ 3,960.00
515	HMA Pvmt Surface E-0.3; 12.5mm, PG58-28 Parking Lot	59	T	\$ 100.00	\$ 5,900.00	\$80.00	\$ 4,720.00
516	Milling 1.75"	50	SY	\$ 25.00	\$ 1,250.00	\$6.00	\$ 300.00
<b>600</b>	<b>Storm Sewer</b>						

2015 Street and Park Improvements and Novation Campus Improvements				Engineer's Estimate		Payne & Dolan, Inc.	
Bid Opening: 11 AM, Wednesday, March 4, 2015						6295 Lacy Rd, Fitchburg, WI 53593	
Item No.	Description	Qty.	Unit	Unit Price	Extension	Unit Price	Extension
601	Inlet Cover, Type H	4	EA	\$ 425.00	\$ 1,700.00	\$900.00	\$ 3,600.00
602	Pour Adjusting Rings	3	EA	\$ 800.00	\$ 2,400.00	\$800.00	\$ 2,400.00
603	Inlet 2x3-FT	4	EA	\$ 850.00	\$ 3,400.00	\$1,097.59	\$ 4,390.36
604	Apron Endwall 12" RCP	1	EA	\$ 500.00	\$ 500.00	\$1,100.00	\$ 1,100.00
605	Storm Sewer Pipe Reinforced Concrete Class III 12"	66	LF	\$ 40.00	\$ 2,640.00	\$66.00	\$ 4,356.00
606	Rebuild "H" Inlet	6	EA	\$ 450.00	\$ 2,700.00	\$650.00	\$ 3,900.00
607	Rebuild "HH" Inlet	2	EA	\$ 550.00	\$ 1,100.00	\$850.00	\$ 1,700.00
608	Connect to Existing Structure	2	EA	\$ 700.00	\$ 1,400.00	\$900.00	\$ 1,800.00
609	Adjusting Manhole Covers with HDPE Rings	24	EA	\$ 275.00	\$ 6,600.00	\$280.00	\$ 6,720.00
610	Adjusting Manhole Covers with Concrete Rings	1	EA	\$ 300.00	\$ 300.00	\$280.00	\$ 280.00
<b>700</b>	<b>Water Main</b>						
701	Repair/Adj. Water Valve Top Section	14	EA	\$ 105.00	\$ 1,470.00	\$75.00	\$ 1,050.00
702	Repair/Adj. Water Valve Top Section & Bottom Section	3	EA	\$ 500.00	\$ 1,500.00	\$210.00	\$ 630.00
703	Insulate Water Service (Pavement Only)	2	EA	\$ 3,000.00	\$ 6,000.00	\$2,200.00	\$ 4,400.00
704	Insulate Water Service (Right-of-Way)	2	EA	\$ 3,500.00	\$ 7,000.00	\$4,400.00	\$ 8,800.00
<b>800</b>	<b>Sanitary Sewer</b>						
801	Chimney Seal	2	EA	\$ 450.00	\$ 900.00	\$350.00	\$ 700.00
802	12" Sewer Barrel Section	1	EA	\$ 1,200.00	\$ 1,200.00	\$2,900.00	\$ 2,900.00
<b>TOTAL BASE BID - Street and Park Improvements (as read)</b>					<b>\$ 1,001,985.60</b>		<b>\$ 915,033.89</b>

BID ALTERNATIVE A - Novation Parkway							
<b>1100 NP</b>	<b>General</b>						
1101 NP	Mobilization	1	LS	\$ 3,525.00	\$ 3,525.00	\$6,550.00	\$ 6,550.00
1102 NP	Traffic Control	1	LS	\$ 6,275.00	\$ 6,275.00	\$300.00	\$ 300.00
1103 NP	Construction Staking	1	LS	\$ 3,278.90	\$ 3,278.90	\$1,950.00	\$ 1,950.00
<b>1200 NP</b>	<b>Erosion Control</b>						
1201 NP	Inlet Protection Type D	3	EA	\$ 105.00	\$ 315.00	\$105.00	\$ 315.00
1202 NP	Silt Fence	160	LF	\$ 2.45	\$ 392.00	\$2.50	\$ 400.00
1203 NP	Stone Tracking Pad	1	EA	\$ 875.00	\$ 875.00	\$950.00	\$ 950.00
<b>1300 NP</b>	<b>Grading/Removal</b>						
1301 NP	Unclassified Excavation	1	LS	\$ 18,685.00	\$ 18,685.00	\$4,500.00	\$ 4,500.00
1302 NP	Spread Topsoil (6") and Seed	300	SY	\$ 8.00	\$ 2,400.00	\$5.80	\$ 1,740.00
1303 NP	Sawcut Asphalt Pavement	431	LF	\$ 2.50	\$ 1,077.50	\$1.50	\$ 646.50
1304 NP	Remove Asphalt Pavement	441	SY	\$ 3.00	\$ 1,323.00	\$2.00	\$ 882.00
1305 NP	Remove Concrete Curb & Gutter	250	LF	\$ 6.00	\$ 1,500.00	\$3.00	\$ 750.00

2015 Street and Park Improvements and Novation Campus Improvements				Engineer's Estimate		Payne & Dolan, Inc.	
Bid Opening: 11 AM, Wednesday, March 4, 2015						6295 Lacy Rd, Fitchburg, WI 53593	
Item No.	Description	Qty.	Unit	Unit Price	Extension	Unit Price	Extension
1306 NP	Remove Concrete Sidewalk	87	SY	\$ 16.00	\$ 1,392.00	\$5.00	\$ 435.00
1307 NP	Remove Trees (3"-4" Dia)	2	EA	\$ 750.00	\$ 1,500.00	\$150.00	\$ 300.00
1308 NP	Remove Concrete Light Base	2	EA	\$ 500.00	\$ 1,000.00	\$350.00	\$ 700.00
1309 NP	Excavation Below Subgrade	90	CY	\$ 42.50	\$ 3,825.00	\$22.00	\$ 1,980.00
1310 NP	Special Excavation Disposal	30	CY	\$ 100.00	\$ 3,000.00	\$105.00	\$ 3,150.00
<b>1400 NP Concrete</b>							
1401 NP	Concrete Curb & Gutter 30-Inch Type A	755	LF	\$ 16.00	\$ 12,080.00	\$17.17	\$ 12,963.35
1402 NP	Concrete Sidewalk <b>5-Inch</b>	1,580	SF	\$ 5.15	\$ 8,137.00	\$6.06	\$ 9,574.80
1403 NP	Curb Ramp Detectable Warning Field, <b>Natural Patina</b>	16	SF	\$ 30.00	\$ 480.00	\$35.35	\$ 565.60
1404 NP	Colored Concrete Cross Walk	393	SF	\$ 19.50	\$ 7,663.50	\$12.12	\$ 4,763.16
1405 NP	Commercial Drive Apron, Concrete	146	SF	\$ 6.50	\$ 949.00	\$7.07	\$ 1,032.22
1406 NP	Concrete Median Nose	80	SF	\$ 22.00	\$ 1,760.00	\$10.10	\$ 808.00
<b>1500 NP Paving</b>							
1501 NP	Base Aggregate Dense 1 1/4-Inch	1,132	T	\$ 15.00	\$ 16,980.00	\$13.00	\$ 14,716.00
1502 NP	HMA Pavement, Binder Course, E3.0, 19.0 mm	230	T	\$ 71.00	\$ 16,330.00	\$60.00	\$ 13,800.00
1503 NP	HMA Pavement, Surface Course, E3.0, <b>12.5 mm</b>	146	T	\$ 86.00	\$ 12,556.00	\$70.00	\$ 10,220.00
1504 NP	Tack Coat	33	GAL	\$ 0.10	\$ 3.30	\$2.00	\$ 66.00
1505 NP	Remove Asphalt Pavement Milling	90	SY	\$ 30.00	\$ 2,700.00	\$15.90	\$ 1,431.00
<b>1600 NP Storm Sewer</b>							
1601 NP	Storm Sewer Inlets with Casting	2	EA	\$ 1,750.00	\$ 3,500.00	\$2,100.00	\$ 4,200.00
1602 NP	Saddled Storm Sewer Inlet with Casting	1	EA	\$ 2,625.00	\$ 2,625.00	\$2,000.00	\$ 2,000.00
1603 NP	Storm Sewer Pipe Reinforced Concrete Class IV, 12-Inch	48	LF	\$ 65.00	\$ 3,120.00	\$76.00	\$ 3,648.00
<b>1700 NP Water Main</b>							
1701 NP	Water Main 8" D.I., CL 52	260	LF	\$ 125.00	\$ 32,500.00	\$93.00	\$ 24,180.00
1702 NP	Insulation, Polystyrene Board, 4"	416	SF	\$ 4.00	\$ 1,664.00	\$6.00	\$ 2,496.00
1703 NP	8"x8" Tee, Live Tap with 8" Valve	1	EA	\$ 5,275.00	\$ 5,275.00	\$4,800.00	\$ 4,800.00
1704 NP	Relocate Hydrant, Install 6" Valve	1	LS	\$ 5,200.00	\$ 5,200.00	\$2,000.00	\$ 2,000.00
1705 NP	Valve, Gate, 6 Inch	1	EA	\$ 1,875.00	\$ 1,875.00	\$1,200.00	\$ 1,200.00
<b>1900 NP Electrical</b>							
1901 NP	Concrete Base Type LB-4	1	EA	\$ 1,200.00	\$ 1,200.00	\$750.00	\$ 750.00
1902 NP	Concrete Base Type LB-8	1	EA	\$ 1,000.00	\$ 1,000.00	\$800.00	\$ 800.00
1903 NP	Concrete Base Type G	2	EA	\$ 750.00	\$ 1,500.00	\$600.00	\$ 1,200.00
1904 NP	Handhole Type 1	1	EA	\$ 800.00	\$ 800.00	\$800.00	\$ 800.00
1905 NP	Conduit Rigid Nonmetallic SCH 80 1 1/4-Inch	240	LF	\$ 7.00	\$ 1,680.00	\$5.50	\$ 1,320.00
1906 NP	Conduit Rigid Nonmetallic SCH 80 2-Inch	70	LF	\$ 10.00	\$ 700.00	\$5.50	\$ 385.00
1907 NP	Conduit Rigid Nonmetallic SCH 80 3-Inch	244	LF	\$ 9.00	\$ 2,196.00	\$7.00	\$ 1,708.00
1908 NP	Fixture	1	EA	\$ 800.00	\$ 800.00	\$5,000.00	\$ 5,000.00
<b>TOTAL BID ALTERNATIVE A - Novation Parkway (as read)</b>					<b>\$ 195,637.20</b>	<b>\$</b>	<b>151,975.63</b>

<b>2015 Street and Park Improvements and Novation Campus Improvements</b>				Engineer's Estimate		Payne & Dolan, Inc.	
Bid Opening: 11 AM, Wednesday, March 4, 2015						6295 Lacy Rd, Fitchburg, WI 53593	
Item No.	Description	Qty.	Unit	Unit Price	Extension	Unit Price	Extension

<b>BID ALTERNATIVE B - Latitude 43 St - Sidewalk</b>							
<b>1100 SW General</b>							
1101 SW	Mobilization	1	LS	\$ 1,575.00	\$ 1,575.00	\$2,000.00	\$ 2,000.00
1103 SW	Construction Staking	1	LS	\$ 15.00	\$ 15.00	\$400.00	\$ 400.00
<b>1200 SW Erosion Control</b>							
1201 SW	Inlet Protection Type D	2	EA	\$ 105.00	\$ 210.00	\$105.00	\$ 210.00
1202 SW	Silt Fence	200	LF	\$ 2.45	\$ 490.00	\$2.50	\$ 500.00
1203 SW	Stone Tracking Pad	1	EA	\$ 850.00	\$ 850.00	\$950.00	\$ 950.00
<b>1300 SW Grading/Removal</b>							
1301 SW	Unclassified Excavation	1	LS	\$ 3,275.00	\$ 3,275.00	\$3,000.00	\$ 3,000.00
1302 SW	Spread Topsoil (6") and Seed	470	SY	\$ 8.00	\$ 3,760.00	\$5.80	\$ 2,726.00
<b>1400 SW Concrete</b>							
1403 SW	Concrete Sidewalk 6-Inch	850	SF	\$ 5.15	\$ 4,377.50	\$6.06	\$ 5,151.00
<b>1500 SW Asphalt</b>							
1501 SW	Base Aggregate Dense 1 1/4-Inch	40	T	\$ 20.00	\$ 800.00	\$20.00	\$ 800.00
<b>1600 SW Storm Sewer</b>							
1605 SW	24-inch In-bell Grate Storm Structure	2	EA	\$ 2,385.00	\$ 4,770.00	\$1,200.00	\$ 2,400.00
1606 SW	Storm Sewer Pipe 12" PVC	50	LF	\$ 55.00	\$ 2,750.00	\$53.00	\$ 2,650.00
1607 SW	Raise Existing Structure, Replace w/Solid Lid	1	EA	\$ 1,275.00	\$ 1,275.00	\$700.00	\$ 700.00
<b>TOTAL ALTERNATIVE B- Latitude 43 St - Sidewalk (as read)</b>					<b>\$ 24,147.50</b>	<b>\$</b>	<b>21,487.00</b>
<b>TOTAL BASE BID AND ALTERNATIVES A &amp; B (as read)</b>					<b>\$ 1,221,770.30</b>	<b>\$</b>	<b>1,088,496.52</b>
					Engineer's Estimate		Payne & Dolan Total

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Prepared by

Board of Public Works, Finance  
Referred to

March 10, 2015  
Date

**RESOLUTION R-34-15**  
**AUTHORIZING ACCEPTANCE OF THE**  
**2015 STREET AND PARK AND NOVATION CAMPUS IMPROVEMENTS BID**

WHEREAS, through the City's Pavement Management Program, it has been determined that street resurfacing is necessary on Monticello Way, Tanager Trl, Richmond Dr, Marledge St, Barbara Dr, Osmundsen Rd, Whalen Rd, Irish Ln, and bike shoulder additions on Whalen Rd and S. Seminole Hwy; and

WHEREAS, the Parks Department Capital budget includes funding for the Parks Department's paving projects for the McKee Farms Park Splash Pad parking addition, Research Park Drive path, Hatchery Hill Park half basketball court; and

WHEREAS, the Storm Water Utility budget has funding for stormwater improvements on Richmond Dr and Barbara Dr; and

WHEREAS, the Novation Campus Improvements budget has funding for constructing Novation Parkway to Rimrock Road and new sidewalk on Latitude 43 Street in the Town of Madison; and

WHEREAS, the Director of Public Works has prepared construction plans/specifications and obtained competitive bids for this work; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on February 18, 2015 and February 25, 2014 and posted on [www.demandstar.com](http://www.demandstar.com); and

WHEREAS, on March 4, 2015 at 11:00 a.m. 1 sealed bid was received and publicly opened; and

WHEREAS, Payne and Dolan, Inc., low bid of \$1,088,496.52 was found to be in compliance with the bid specifications;

NOW THEREFORE BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the 2015 Street and Park and Novation Campus Improvements to Payne and Dolan, Inc. in the amount of \$1,088,496.52; and

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to sign the contracts with Payne and Dolan, Inc. for the 2015 Street and Park and Novation Campus Improvements Bid.

Adopted by the Common council of the City of Fitchburg this 24<sup>th</sup> day of March, 2015

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Approved By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral by Mayor to:

Date Referred: **March 10, 2015**

Ordinance Number:

Date to Report Back: **March 24, 2015**

Resolution Number: **R-35-15**

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Sponsored by: Mayor Pfaff

Drafted by: Roach

**TITLE: AMENDING 2015 GENERAL FUND, UTILITIES AND STORMWATER BUDGETS AND MODIFYING PAY PLAN IMPLEMENTATION FOR NON-REPRESENTED EMPLOYEES**

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**Background:** Because of limitations placed on spending due to the expenditure restraint program, fully implementing the pay plan was not possible in the 2015 Budget. Now, cost savings related to fuel price reductions have provided sufficient funds to fully implement the new pay plan for non-represented employees. The 2015 budget provides for fuel costs at \$4.00 and \$4.25 per gallon. Current and forecasted pricing by the federal government have reduced the amount required to an amount sufficient to place employees at the step in the new pay grade equal to years in service at their current position, or at market for those employed 5 years or more. The 2015 Budget amendment does not increase spending in either the General Fund, Utilities or Stormwater Funds; it merely re-allocates cost savings for fuel to the specific personnel line items for impacted employees, thereby continuing to qualify for expenditure restraint. See attached for details. Requires simple majority vote.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance Committee	Roach	March 10, 2015	
2	Personnel Committee	Roach	March 19, 2015	
3				
4				

Amendments:

  x   **EXHIBITS NEED TO BE ATTACHED TO RESOLUTION/ORDINANCE**



**To:** Common Council

**From:** Lisa Sigurslid, Human Resources Manager

**Re:** R-35-15, Resolution amending 2015 budget and modifying pay plan implementation for non-represented employees

**Date:** March 5, 2015

The following chart details the total costs associated with fully implementing the non-represented pay plan as recommended by Mayor Pfaff. The chart is broken out by fund, and by department within the general fund. The “increase” column represents the additional cost over what was budgeted of placing each individual at the step within their pay grade that correlates with their years of service in the position.

<b>Department</b>	<b>Employees</b>	<b>Increase</b>	<b>FICA</b>	<b>WRS</b>	<b>Total</b>
Administration	2	\$ 10,994.55	\$ 841.08	\$ 666.71	\$ 12,502.35
Assessing	1	\$ 188.97	\$ 14.46	\$ 12.85	\$ 216.28
Economic Development	2	\$ 9,866.12	\$ 754.76	\$ 670.90	\$ 11,291.77
Fire	1	\$ 1,012.27	\$ 77.44	\$ 68.83	\$ 1,158.54
Information Technology	1	\$ 2,267.20	\$ 173.44	\$ 154.17	\$ 2,594.81
Municipal Court	2	\$ 6,394.22	\$ 489.16	\$ 434.81	\$ 7,318.18
Parks	1	\$ 1,868.53	\$ 142.94	\$ 127.06	\$ 2,138.53
Planning & Zoning	2	\$ 7,344.14	\$ 561.83	\$ 499.40	\$ 8,405.37
Police	7	\$ 17,138.52	\$ 1,311.10	\$ 1,165.42	\$ 19,615.04
Public Works	3	\$ 4,270.06	\$ 326.66	\$ 290.36	\$ 4,887.08
Recreation	1	\$ 2,884.28	\$ 220.65	\$ 196.13	\$ 3,301.06
Senior Center	5	\$ 23,902.29	\$ 1,828.53	\$ 1,625.36	\$ 27,356.17
<b>General Fund</b>	<b>28</b>	<b>\$ 88,131.15</b>	<b>\$ 6,742.03</b>	<b>\$ 5,912.00</b>	<b>\$ 100,785.18</b>
<b>Cable</b>	<b>2</b>	<b>\$ 2,912.00</b>	<b>\$ 222.77</b>	<b>\$ 198.02</b>	<b>\$ 3,332.78</b>
<b>Utility</b>	<b>2</b>	<b>\$ 5,602.13</b>	<b>\$ 428.56</b>	<b>\$ 380.94</b>	<b>\$ 6,411.64</b>
<b>Library</b>	<b>9</b>	<b>\$ 23,601.51</b>	<b>\$ 1,805.52</b>	<b>\$ 1,604.90</b>	<b>\$ 27,011.93</b>

**City of Fitchburg**

**Budget Amendment Detail - Full Implementation of Pay Plan - General Fund, Utilities, Storm Water  
2015 Budget**

<b>Account #</b>	<b>Account Title</b>	<b>2015 Adopted Budget</b>	<b>Proposed Amendment</b>	<b>2015 Amended Budget</b>
100-5120-110	Salaries & Wages - Mun Court	\$ 90,745	\$ 6,394	\$ 97,139
100-5120-130	Direct Fringe Benefits	\$ 13,247	\$ 924	\$ 14,171
100-5141-110	Salaries & Wages-Administrator	\$ 259,674	\$ 10,995	\$ 270,669
100-5141-130	Direct Fringe Benefits	\$ 36,193	\$ 1,508	\$ 37,701
100-5145-110	Salaries & Wages-It	\$ 196,227	\$ 2,267	\$ 198,494
100-5145-130	Direct Fringe Benefits	\$ 30,156	\$ 328	\$ 30,484
100-5153-110	Salaries & Wages-Assessors Ofc	\$ 260,998	\$ 189	\$ 261,187
100-5153-130	Direct Fringe Benefits	\$ 38,046	\$ 27	\$ 38,073
100-5210-110	Salaries & Wages - Police	\$ 3,980,314	\$ 17,139	\$ 3,997,453
100-5210-130	Direct Fringe Benefits	\$ 729,718	\$ 2,477	\$ 732,195
100-5220-110	Salaries & Wages - Fire Dept	\$ 796,121	\$ 1,012	\$ 797,133
100-5220-130	Direct Fringe Benefits	\$ 284,435	\$ 146	\$ 284,581
100-5300-110	Salaries & Wages - Public Wks	\$ 645,619	\$ 4,270	\$ 649,889
100-5300-130	Direct Fringe Benefits	\$ 100,158	\$ 617	\$ 100,775
100-5460-110	Salaries & Wages - Senior Ctr	\$ 287,620	\$ 23,902	\$ 311,522
100-5460-130	Direct Fringe Benefits	\$ 41,954	\$ 3,454	\$ 45,408
100-5520-110	Salaries & Wages - Parks Dept	\$ 335,698	\$ 1,869	\$ 337,567
100-5520-130	Direct Fringe Benefits	\$ 57,528	\$ 270	\$ 57,798
100-5530-110	Salaries & Wages - Recreation	\$ 105,213	\$ 2,884	\$ 108,097
100-5530-130	Direct Fringe Benefits	\$ 17,829	\$ 417	\$ 18,246
100-5630-110	Salaries & Wages - Planning	\$ 212,889	\$ 7,344	\$ 220,233
100-5630-130	Direct Fringe Benefits	\$ 32,038	\$ 1,061	\$ 33,099
100-5670-110	Salaries & Wages - Edc	\$ 149,483	\$ 9,866	\$ 159,349
100-5670-130	Direct Fringe Benefits	\$ 21,834	\$ 1,426	\$ 23,260
600-5408-100	Taxes - W	\$ 615,000	\$ 304	\$ 615,304
600-5408-200	Taxes - S	\$ 10,500	\$ 304	\$ 10,804
600-5840-200	Accting & Collect Exp. (Cust.)	\$ 46,000	\$ 2,101	\$ 48,101
600-5903-100	Cust Records-Collections/Labor	\$ 40,000	\$ 2,101	\$ 42,101
601-5408-300	Social Security Tax	\$ 9,500	\$ 202	\$ 9,702
601-5902-300	General Accounting Salaries	\$ 25,000	\$ 1,401	\$ 26,401
<b>Subtotal Personnel Amendments</b>		<b>\$ 9,469,737</b>	<b>\$ 107,199</b>	<b>\$ 9,576,936</b>
100-5520-335	Vehicle Expense (G&O, Repairs)	\$ 42,000	\$ (11,250)	\$ 30,750
100-5240-335	Vehicle Expense (Gas & Oil)	\$ 4,000	\$ (1,260)	\$ 2,740
100-5220-335	Vehicle Expense (G&O, Repairs)	\$ 82,560	\$ (11,930)	\$ 70,630
100-5210-335	Vehicle Expense (G&O, Repairs)	\$ 195,342	\$ (54,000)	\$ 141,342
100-5300-335	Vehicle Expense (G&O, Repairs)	\$ 108,000	\$ (22,346)	\$ 85,654 (a)
600-5932-100	Maint Of Gen Plant	\$ 9,000	\$ (2,405)	\$ 6,595
600-5828-200	Transportation Expense	\$ 10,000	\$ (2,405)	\$ 7,595
601-5932-300	Transportation Expense	\$ 6,300	\$ (1,603)	\$ 4,697
<b>Subtotal Fuel Amendments</b>		<b>\$ 457,202</b>	<b>\$ (107,199)</b>	<b>\$ 350,003</b>
		<b>Personnel Amendments</b>	<b>Fuel Amendments</b>	<b>Net Amendments</b>
	General Fund	\$ 100,786	\$ (100,786)	\$ -
	Utilities Fund	\$ 4,810	\$ (4,810)	\$ -
	Stormwater Fund	\$ 1,603	\$ (1,603)	\$ -
		<b>\$ 107,199</b>	<b>\$ (107,199)</b>	<b>\$ -</b>

(a) - excess available gas savings were removed from PW amendment due to unpredictable nature of snow & ice needs.

**City of Fitchburg  
Gasoline Cost Savings Scenarios  
2015 Budget**

**Purpose:** The price of gas has decreased dramatically as of January 2015. For the 2015 budget, however, the City included a higher price per gallon which was in line with previous years. The purpose of this spreadsheet is to calculate potential savings at various prices. A savings will be seen in both gasoline purchases for City fleet and mileage reimbursements (assuming the IRS decreases the standard reimbursement rate to reflect the change in gas prices, which has been done in the past but not yet for 2015).

**Gasoline Purchases**

	Unleaded			Diesel							
	gallons	price	cost	gallons	price	cost	gallons	price	cost	savings	total
Parks	3,500	\$ 4.00	\$ 14,000	4,800	\$ 4.25	\$ 20,400					
Bldg Inspect	840	\$ 4.00	\$ 3,360			\$ -					
Fire	2,375	\$ 4.00	\$ 9,500	6,706	\$ 4.25	\$ 28,500					
Police	36,000	\$ 4.00	\$ 144,000			\$ -					
Public Works	5,500	\$ 4.00	\$ 22,000	13,000	\$ 4.25	\$ 55,250					
General Fund	48,215		192,860	24,506		104,150					
Scenario 1	48,215	\$3.000	\$144,645	\$48,215	24,506	\$3.500	\$85,771	\$18,379		\$ 66,594	
Scenario 2	48,215	\$2.720	\$131,145	\$61,715	24,506	\$3.250	\$79,644	\$24,506		\$ 86,221	
Scenario 3	48,215	\$2.500	\$120,538	\$72,323	24,506	\$3.000	\$73,518	\$30,632		\$102,955	
Scenario 4	48,215	\$2.330	\$112,341	\$80,519	24,506	\$2.850	\$69,842	\$34,308		\$114,827	

	Unleaded			Diesel							
	gallons	price	cost	gallons	price	cost	gallons	price	cost	savings	total
Utilities	4,500	\$ 4.00	\$ 18,000	450	\$ 4.25	\$ 1,913					
Stormwater	-	\$ 4.00	\$ -	3,000	\$ 4.25	\$ 12,750					
Utilities	4,500		18,000	3,450		14,663					
Scenario 1	4,500	\$3.000	\$ 13,500	\$ 4,500	3,450	\$3.500	\$12,075	\$ 2,588		\$ 7,088	
Scenario 2	4,500	\$2.720	\$ 12,240	\$ 5,760	3,450	\$3.250	\$11,213	\$ 3,450		\$ 9,210	
Scenario 3	4,500	\$2.500	\$ 11,250	\$ 6,750	3,450	\$3.000	\$10,350	\$ 4,313		\$ 11,063	
Scenario 4	4,500	\$2.330	\$ 10,485	\$ 7,515	3,450	\$2.850	\$ 9,833	\$ 4,830		\$ 12,345	

Note: Mass transit savings would be applied to our reserve.

Price Summary	2013	2014	2015	2016
WTI Crude Oil <sup>a</sup> (dollars per barrel)	97.91	93.26	54.58	71.00
Brent Crude Oil (dollars per barrel)	108.64	99.02	57.58	75.00
Gasoline <sup>b</sup> (dollars per gallon)	3.51	3.36	2.33	2.72
Diesel <sup>c</sup> (dollars per gallon)	3.92	3.83	2.85	3.25
Heating Oil <sup>d</sup> (dollars per gallon)	3.78	3.71	2.71	3.03
Natural Gas <sup>d</sup> (dollars per thousand cubic feet)	10.30			
Electricity <sup>d</sup> (cents per kilowatthour)	12.12			



<http://www.eia.gov/forecasts/steo/>

Note: Midwest is expected to be slightly lower but will use National to be more conservative.

units:  
cents per gallon

	2014	2015	2016
Diesel Fuel Retail Price Including Taxes, U.S. Average	382.7	284.6	324.9
Gasoline Regular Grade Retail Price Incl Taxes, PADD 2 (Midwest)	330.4	229.6	268.7

Mayor Shawn Pfaff  
Introduced By

Tony Roach  
Drafted By

Personnel, Finance  
Referred to

March 10, 2015  
Date

**RESOLUTION R-35-15**  
**AMENDING 2015 GENERAL FUND, UTILITIES AND STORMWATER BUDGETS AND**  
**MODIFYING PAY PLAN IMPLEMENTATION FOR NON-REPRESENTED EMPLOYEES**

**WHEREAS**, the City Council, as recommended by the Personnel Committee, adopted the current pay plan system for non-represented employees effective with the 2015 Budget; and

**WHEREAS**, the City was unable to fully implement the pay plan due to budget constraints; and

**WHEREAS**, it is now apparent that cost savings from the various fuel accounts will sufficiently provide for the full implementation of the pay plan; and

**WHEREAS**, the Finance Committee and Personnel Committee have reviewed the implementation plan and have determined the cost impact to be neutral in 2015 and beyond.

**NOW THEREFORE, BE IT RESOLVED** by the Fitchburg City Council that it hereby amends the 2015 General Fund, Utilities and Stormwater Budgets as attached and modifies the Pay Plan Implementation as recommended, with an effective date of January 1, 2015.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Patti Anderson, City Clerk

\_\_\_\_\_  
Shawn Pfaff, Mayor

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral by Mayor to:

Date Referred: **March 10, 2015**

Ordinance Number:

Date to Report Back: **March 24, 2015**

Resolution Number: **R-36-15**

Sponsored by: Mayor Pfaff

Drafted by: Roach

**TITLE: AMENDING 2015 LIBRARY, CABLE, DEBT SERVICE and CAPITAL PROJECTS FUND BUDGETS**

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### Background:

In order to fully implement the new pay plan, various funds are impacted and require a budget amendment. Total expenditures will be changed in the Library and Cable fund.

Because of the recent transition in the Finance Department, the 2014 bond issue was postponed until 2015. The 2015 Debt Service Budget was prepared assuming a 2014 issue; therefore this budget and the corresponding budget in the Capital Projects Fund also need to be amended. See attached memo from Finance Director for more detail.

According to Sec. 10-47(c), a 2/3 vote of the council is required when an amendment alters total revenue and expenditures in any particular fund.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance Committee	Roach	March 10, 2015	
2	Personnel Committee	Roach	March 19, 2015	
3	Library Board	Rawson	March 18, 2015	
4				

Amendments:

  x   **EXHIBITS NEED TO BE ATTACHED TO RESOLUTION/ORDINANCE**

**City of Fitchburg**

**Budget Amendment Detail - Full Implementation of Pay Plan - Library & FACTv**

**2015 Budget**

<b>Account #</b>	<b>Account Title</b>	<b>2015 Adopted Budget</b>	<b>Proposed Amendment</b>	<b>2015 Amended Budget</b>
207-5570-110	Salaries & Wages - Cable	\$ 104,076	\$ 2,912	\$ 106,988
207-5570-130	Direct Fringe Benefits	\$ 19,890	\$ 421	\$ 20,311
250-5511-110	Salaries & Wages - Library Svc	\$ 720,113	\$ 23,602	\$ 743,715
250-5511-130	Direct Fringe Benefits	\$ 102,026	\$ 3,410	\$ 105,436
Subtotal Personnel Amendments		<u>\$ 946,105</u>	<u>\$ 30,345</u>	<u>\$ 976,450</u>

	<b>Personnel Amendments</b>	<b>Fuel Amendments</b>	<b>Net Amendments</b>
FACTv	\$ 3,333	\$ -	\$ 3,333
Library Fund	\$ 27,012	\$ -	\$ 27,012
	<u>\$ 30,345</u>	<u>\$ -</u>	<u>\$ 30,345</u>

Note - the FACTv and Library Funds will not benefit from fuel savings therefore the funding for the amendment will need to come from fund balance in 2015.

**City of Fitchburg  
Budget Amendment Detail - Use of Debt Service Fund Balance for Capital Projects  
2015 Budget**

<b>Account #</b>	<b>Account Title</b>	<b>2015 Adopted Budget</b>	<b>Proposed Amendment</b>	<b>2015 Amended Budget</b>
400-4921-021	Debt Fb Trx - Maint Facility	\$ -	\$ 238,495	\$ 238,495
400-4901-021	Debt Proceeds-Maint Facil Exp	\$ -	\$ (238,495)	\$ (238,495)
400-4922-249	Debt Fb Trx - Future Fire Stn	\$ -	\$ 111,505	\$ 111,505
400-4902-249	Debt-Future Fire Stn Land&Bldg	\$ -	\$ (111,505)	\$ (111,505)
Subtotal Capital Projects Fund		\$ -	\$ -	\$ -
300-5810-140	Principal - 2014 G.O. Note	\$ 300,000	\$ (300,000)	\$ -
300-5820-140	Interest - 2014 G.O. Note	\$ 90,000	\$ (50,000)	\$ 40,000
300-5920-954	Other Trans To Fund 400	\$ -	\$ 350,000	\$ 350,000
Subtotal Debt Service Fund		\$ 390,000	\$ -	\$ 390,000

**Note:** Included in the 2015 budget were principal and interest payments (\$390,000 in total) that were intended to be used for the debt to be issued in 2014. Due to turn-over in the Finance Department, the debt was not issued in 2014 as planned. Instead it is being issued in early 2015.

After discussion with our Financial Advisor (Ehler's) it was decided the best use of the excess money levied was first for the necessary interest payment on the new debt (approximately \$40,000) and the rest of the funds would be used to down-size the upcoming debt issue (\$350,000). Due to the higher cost of issuance, both in underwriter's discount and in interest on the longer tenure, it was recommended that we downsize the bonds. The bonds for the TID #6 project would continue to be issued in full as they are financed through TID revenues and not property tax levy. The \$350,000 was pro-rated between the two general fund bond projects: the maintenance facility and the land purchase for the future fire station. Both projects were authorized for borrowing in 2014 or earlier so the amendment will create a negative revenue budget in 2015.

Since this budget amendment only transfers fund balance between the debt service fund and the capital projects fund, it does not affect our expenditure restraint qualification. Because the City has available funds within the levy limits, that calculation also is not affected. The use of fund balance, however, will need to be published in accordance with State Statute.

Mayor Shawn Pfaff  
Introduced By

Tony Roach  
Drafted By

Personnel, Finance, Library  
Referred to

March 10, 2015  
Date

**RESOLUTION R-36-15**  
**AMENDING 2015 LIBRARY, CABLE, DEBT SERVICE and CAPITAL PROJECTS**  
**FUND BUDGETS**

**WHEREAS**, the City Council, as recommended by the Personnel Committee, adopted the current pay plan system for non-represented employees effective with the 2015 Budget; and

**WHEREAS**, the City was unable to fully implement the pay plan due to budget constraints; and

**WHEREAS**, the City Council has determined that the full implementation of the pay plan can now be accommodated; and

**WHEREAS**, the Library Board has reviewed the implementation plan and approved the budget amendment; and

**WHEREAS**, the 2015 Debt Service Budget and Capital Projects Fund Budgets need to be amended to accommodate the 2015 bond issue for 2014 projects.

**NOW THEREFORE, BE IT RESOLVED** by the Fitchburg City Council that it hereby amends the 2015 Library, Cable, Debt Service and Capital Projects Fund Budgets as attached.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Patti Anderson, City Clerk

\_\_\_\_\_  
Shawn Pfaff, Mayor

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **March 10, 2015**                      Ordinance Number: **2015-O-09**  
Date to Report Back: **March 24, 2015**              Resolution Number:

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Sponsored by: Alders Poole, Baumbach & Gonzalez      Drafted by: City Attorney

**TITLE:            AN ORDINANCE AMENDING CHAPTER 60 – ALCOHOL BEVERAGES**

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### Background:

The Chapter 60 – Alcohol Beverages ordinance changes are being made to cut down on the amount of time the PSHS Committee spends on approving routine licenses, allowing them additional meeting time to discuss Public Safety issues. This ordinance update will allow the clerk to approve new/renewal routine operator licenses without the need to go to PSHS & Council. All operator licenses which are not approved by the Police Department will continue to be reviewed by PSHS & Council. In addition to this change, an operator license will now be a 2 year license. This change will save time spent by the Police Department performing background checks as well as staff time processing licenses each year.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Public Safety & Human Services	Anderson	March 24, 2015	
2				
3				
4				

Amendments:

Shawn Pfaff, Mayor  
Introduced by

City Attorney  
Prepared by

Public Safety & Human Services  
Referred to

March 10, 2015  
Date

**ORDINANCE 2015-O-09**  
**An Ordinance Amending Chapter 60 – Alcohol Beverages**

**The Common Council of the City of Fitchburg, Dane County, Wisconsin hereby ordains as follows:**

SECTION 1: Amend Section 60-27(a) – License or permit required to read:

- (a) Except as otherwise provided in this section and in section 60-607 it shall be unlawful for any person to sell or keep for sale at wholesale or retail, or permit to be sold or kept for sale at wholesale or retail within the city, to manufacture, rectify, brew or engage in any other activity, for which this chapter provides a license, permit or other type of authorization without holding the appropriate license, permit or authorization under this chapter. All licenses must be approved by city council.

SECTION 2: Amend Section 60-35 – Term and expiration to read:

Except as provided in section 60-608, all alcohol beverage licenses shall expire on June 30<sup>th</sup> of each year unless sooner suspended or revoked.

SECTION 3: Create Section 60-40(11) - Fees to read:

- (11) A late fee shall be charged for all renewal license applications other than operator licenses received after April 15<sup>th</sup>.

SECTION 4: Amend Section 60-69 – Application - required to read:

Except as provided in section 60-607 the common council may issue alcohol related licenses granted only upon application, in writing, on forms provided by the city clerk, and upon fulfilling the requirements of this chapter. Such license is valid for operation only within the limits of the city.

SECTION 5: Amend Section 60-77(a) – Time and procedure for granting license to read:

- (a) Except as provided in section 60-607 no license may be granted until and unless the common council, by a majority vote, has authorized granting the license.

SECTION 6: Amend Section 60-253 – Same - Approval to read:

- (a) The license of the corporation shall not be in force after the next regular or special meeting of the common council unless and until a successor agent or another corporate agent is appointed and approved by the public safety and human services committee and the common council.
- (b) Notwithstanding section (a) upon a recommendation for approval by the police department the clerk may without review by the committee or common council approve the appointment of the successor agent.

SECTION 7: Create Section 60-607 – Approval of operator license by the clerk. All applications for operator licenses, both new and renewal shall be reviewed by the police department under guidelines approved by the committee. The police department shall recommend approval, denial or make no recommendation regarding issuance of the operator license. Upon a recommendation for approval by the police department, compliance with all other aspects of this code, and upon payment of all fees owed to the city by the operator, the clerk may without review by the committee or common council approve the operator license. In all other instances the application shall be referred to the committee with ultimate action by the common council.

SECTION 8: Create Section 60-608 – Term of operator license. The term of all operator licenses shall be for two years and shall expire June 30<sup>th</sup> of each odd numbered year. The fee for a license obtained mid-term shall not be prorated.

SECTION 9: This ordinance shall take effect the day after its publication.

Adopted this \_\_\_\_ day of March, 2015

\_\_\_\_\_  
Shawn Pfaff, Mayor

Attested: \_\_\_\_\_

\_\_\_\_\_  
Patti Anderson, City Clerk

Published: \_\_\_\_\_

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by:

Direct Referral Approved by:

Date Referred: **February 24, 2015**

Ordinance Number:

Date to Report Back: **March 10, 2015**

Resolution Number: R-18-15

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Sponsored by: Mayor

Drafted by: Public Works

**TITLE: Authorizing Acceptance of the 2015 Well Improvements Bid**

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**Background:** Memo and bid tabulation forth coming.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March, 2, 2015	Approved
2	Finance	Roach	March 10, 2015	
3				
4				

Amendments:

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Drafted By

Board of Public Works & Finance  
Committee

February 24, 2015  
Date

**RESOLUTION R-18-15**

**AUTHORIZING ACCEPTANCE OF THE  
2015 WELL IMPROVEMENTS BID**

WHEREAS, the 2015 Capital Improvement Plan includes funding for this project; and

WHEREAS, the Director of Public Works has prepared construction specifications and obtained competitive bids; and

WHEREAS, the project was advertised by legal notice in the Wisconsin State Journal on February 4, 2015, and February 11, 2015, and posted on [www.demandstar.com](http://www.demandstar.com); and

WHEREAS, on February 24<sup>th</sup>, 2015 at 11:00 a.m. \_\_\_ sealed bids received were publicly opened with the results listed on the attached bid tab; and

WHEREAS, \_\_\_\_\_, low bid of \$\_\_\_\_\_ was found to be in compliance with the bid specifications;

NOW THEREFORE BE IT HEREBY RESOLVED, by the Fitchburg Common Council that it approves the award of the 2015 Well Improvements to \_\_\_\_\_.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to sign the contracts with \_\_\_\_\_ for the 2015 Well Improvements Bid.

Adopted by the Common council of the City of Fitchburg this \_\_\_ day of \_\_\_\_\_, 2015.

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Approved By: \_\_\_\_\_  
Patti Anderson, City Clerk



**DATE: MARCH 5, 2015**

**TO: FINANCE COMMITTEE**

**FROM: FINANCE DEPT**

**FOR FINANCE APPROVAL: OVER \$25,000**

	<b>ACC NO</b>	<b>AMOUNT</b>
<b>VERONA ROAD BUSINESS COALITION %FOLEY &amp; LARDNER</b>		
CIP Matching Funds VRBC	400-5735-630	\$25,000.00
		\$25,000.00
	<b>TOTAL</b>	\$25,000.00

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral by Mayor to:

Date Referred: February 24, 2015

Ordinance Number:

Date to Report Back: March 10, 2015

Resolution Number: R-16-15

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Sponsored by: Mayor Shawn Pfaff

Drafted by: Police Department

**TITLE:** Awarding 2015 Contract for Police Vehicles to Kayser Ford

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**Background:** Four of our existing vehicles are at the end of their lease period and need to be traded in for four new leased vehicles.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance Committee	Roach	March 10, 2015	
2				
3				
4				

Amendments:

  1   **EXHIBITS NEED TO BE ATTACHED TO RESOLUTION/ORDINANCE**

# Bid Worksheet



**Subject:** Squad Bids  
**Department:** Police Department  
**Opening Date:** February 12, 2015  
**Opening Time:** 2:00 p.m.

**Present at Opening:** Thomas Blatter, Patti Anderson & Dana Schmidt

Dealership	Quantity	Unit	Item	Monthly Payment	Notes
Kayser Ford	4	Each	Ford Utility Police Interceptor -3 year lease, 100,000 miles	\$875.00	Meets all bid requirements. Includes full maintenance coverage.

No other bids were received.

Shawn Pfaff, Mayor  
Introduced By

Thomas Blatter, Chief of Police  
Prepared By

Finance Committee  
Referred To

February 24, 2015  
Date

### **Resolution R-16-15**

#### **Awarding 2015 Contract for Police Vehicles to Kayser Ford**

**WHEREAS**, the Police Department was given the authorization in the adopted budget to replace four (4) vehicles for its fleet; and

**WHEREAS**, the Police Department leases four (4) vehicles for three (3) year agreements; and trades in the vehicles at the end of the lease periods; and

**WHEREAS**, the request for bid was advertised by a legal notice in the Wisconsin State Journal on Monday, January 19, 2015; and

**WHEREAS**, on February 12, 2015, at 2:00 p.m., one (1) sealed bid was opened with the results listed on the attached; and

**WHEREAS**, Kayser Ford submitted a bid with a quotation for four (4) utility police pursuit vehicles in the amount of \$875.00 per month, per vehicle, for thirty-six (36) months; and

**WHEREAS**, the bid submitted by Kayser Ford is within our budget; and

**NOW THEREFORE, BE IT RESOLVED**, the Common Council of the City of Fitchburg, Dane County, Wisconsin, hereby approves the award of the 2015 Contract for Police Vehicles to Kayser Ford.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Approved: \_\_\_\_\_

\_\_\_\_\_  
Patti Anderson, City Clerk

\_\_\_\_\_  
Shawn Pfaff, Mayor

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by: Mayor Pfaff  
Direct Referral Approved by: Mayor Pfaff

Date Referred: **March 10, 2015**                      Ordinance Number:  
Date to Report Back: **March 10, 2015**              Resolution Number: R-24-15

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Sponsored by: Mayor                                      Drafted by: Planning & Clerk

**TITLE:                      CREATING WARD 20 OF THE CITY OF FITCHBURG  
AND PLACING IT IN ALDERMANIC DISTRICT #4**

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### Background:

In 2013, the City of Fitchburg annexed a piece of property associated with 3101 Syene Road. Through this annexation process, this piece of property was placed in ward 15. By making this property part of ward 15, it crossed State Senate and State Assembly lines, which is not permissible. For this reason, we must create a new ward (ward 20) for this property further described in Exhibit A.

Currently, Ward 20 will fall within Senate District #26, Assembly District #77, County Supervisory District #33, Madison School District, and Aldermanic District #4.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Direct to Council	Roach	March 10, 2015	
2				
3				
4				

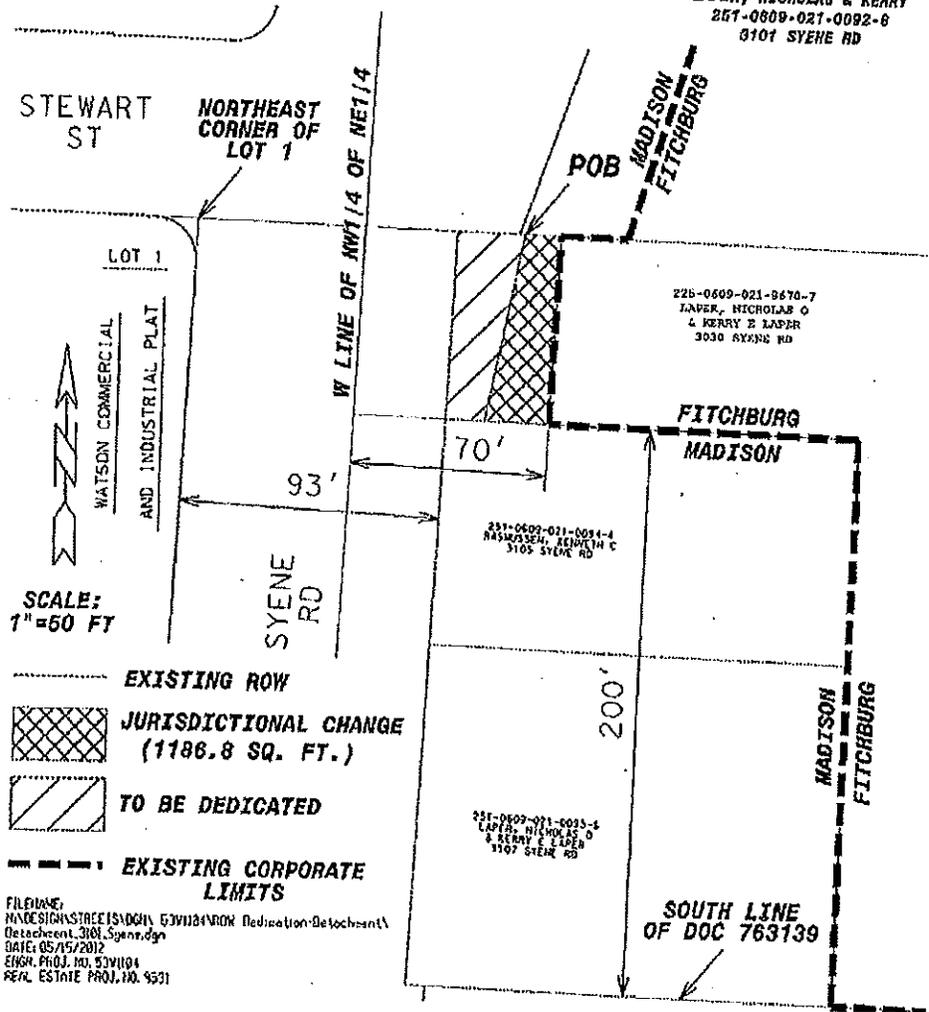
Amendments:

**EXHIBIT A**

Depiction of the Portions of the Parcel to be Dedicated to Madison and Adjusted to Fitchburg

**DEPARTMENT OF PUBLIC WORKS  
CITY ENGINEERING DIVISION  
MADISON, WISCONSIN**

PROPERTY OWNER:  
LAPER, NICHOLAS & KERRY  
261-0609-021-0092-6  
3101 SYENE RD



Jurisdictional change area: 1,186.8 square feet (0.027 acres)

Part of the Northwest one-quarter (1/4) of the Northeast one-quarter (1/4) of Section 2, Town 6 North, Range 9 East, City of Madison, Dane County, Wisconsin, described as follows: Commencing at the Northeast corner of Lot 1, Watson Commercial & Industrial Plat, thence South 88°33'10" East, along the South line of Stewart Street extended, 117.15 feet, to the Point of Beginning; thence continuing South 88°33'10" East, along the South line of Stewart Street extended, 12.88 feet, to a point on a line that is parallel to and 70 feet East of, as measured at right angles to, the Centerline of Syene Road, said Centerline also being the West line of the said Northwest 1/4 of the Northeast 1/4; thence South 2°43'26" West, along said line that is 70 feet East of said Centerline, 66.03 feet, to a point on a line that is parallel to and 200 feet North of, as measured at right angles to, the South line of a parcel described in Volume 513 of Deeds, Page 357, as document number 763139, Dane County Registry; thence North 88°32'06" West, along said line that is 200 feet North of the South line of said described parcel, 23.07 feet; thence North 11°27'49" East, 67.03 feet, to the Point of Beginning.

Shawn Pfaff, Mayor  
Introduced by

Planning and Clerk  
Prepared by

Common Council  
Direct Referral

March 10, 2015  
Date

**RESOLUTION R-24-15  
CREATING WARD 20 OF THE CITY OF FITCHBURG  
AND PLACING IT IN ALDERMANIC DISTRICT 4**

WHEREAS, Ordinance 2013-O-10 attached property associated with 3101 Syene Road (property) from the City of Madison to the City of Fitchburg, which property is fully described in Exhibit A, and

WHEREAS, due to the State Senate and Assembly boundaries it is necessary to place this property in its own ward, and

WHEREAS, the property is 1,168.8 square feet in area, contains no population, is currently unbuildable, and is adjacent to existing highway right-of-way, and

WHEREAS, Wisconsin Statutes section 5.15(1) and 5.15(2) allow cities to create a ward by resolution

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Common Council hereby:

- A) Creates Ward 20 of the City of Fitchburg which encompasses the attached property more fully described in Exhibit A.
- B) Ward 20 is hereby placed in Aldermanic District 4.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Approved: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

# City of Fitchburg

## Committee or Commission Referral

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Direct Referral Initiated by: Mayor Pfaff  
Direct Referral Approved by: Mayor Pfaff

Date Referred: <b>March 10, 2015</b>	Ordinance Number:
Date to Report Back: <b>March 10, 2015</b>	Resolution Number: <b>R-32-15</b>
Sponsored by: Mayor	Drafted by: Public Works

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**TITLE: MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID**

**Background:** For numerous years, the City has obtained salt through a cooperative purchasing agreement with Wisconsin Department of Transportation (WISDOT). By combining municipal and state quantities, all parties are able to reserve adequate salt supplies at a reasonable rate.

Every year, WISDOT coordinates the quantities desired by all parties (in formal agreements) and puts the contract to bid. Staff received notice March 3, 2015 from WISDOT that municipal salt bid agreements are due March 20, 2015. Due to the timing, the agreement could not be forwarded to the Board of Public Works prior to council approval.

Copies of the WISDOT municipal bid agreement documents are included with this referral.

The municipal salt bid agreement sets the amount of salt that the City commits to receiving under the salt bid. We are required to provide quantities in three categories: guaranteed early fill, guaranteed seasonal, and vendor reserve. Early fill and seasonal salt must be taken by the City and paid for at the obtained contract rate. Vendor reserve salt commits the salt vendor to have salt available, but is not delivered or paid for, unless the City requests additional salt.

Staff recommends the following quantities:

Guaranteed Early Fill - 0 Tons  
Guaranteed Seasonal Fill - 1,500 Tons  
Vendor Reserve - 300 Tons

During the past 8 years the average salt use has been 1,333 tons/year. In 2011 and 2012 (severe winters) salt use exceeded 1,600 tons per year. The City will have adequate reserves of salt from this year to not require any early fill salt. Staff anticipates that 1,500 tons of guaranteed seasonal fill will provide adequate amounts of salt and reserves in case of a high salt use season. The vendor reserve is limited to 20% of the early and seasonal fill salt. The vendor reserve salt does

not commit the City to paying for the reserve unless it is needed and delivered. For this reason, staff recommends including the maximum allowed vendor reserve (should additional salt be needed or desired).

These quantities are consistent with orders placed in the past, and with what has worked for the City's needs in the past. At this time the bid price is not known, however bid prices in 2014 were \$72.63 per ton. Staff anticipates similar or lower unit costs for the 2015 bid.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance	Roach	March 10, 2015	



Division of Transportation System Development  
Bureau of Highway Maintenance  
4802 Sheboygan Avenue Room 501  
Madison, WI 53707-7986

Scott Walker, Governor  
Mark Gottlieb, P.E., Secretary  
Internet: [www.dot.wisconsin.gov](http://www.dot.wisconsin.gov)

Telephone: 608-266-1202  
E-mail: [saltadmin@dot.wi.gov](mailto:saltadmin@dot.wi.gov)

March 2, 2015

RE: Participation in 2015-2016 WisDOT Salt Contract

Dear Local Official,

This letter provides information on the Department's plan for purchasing salt for the 2015-2016 winter season. I encourage you to carefully consider this information before deciding whether your local government will benefit from participation in this WisDOT bid for road salt.

Attached is a Municipal Agreement form which needs to be filled out and submitted via e-mail to [saltadmin@dot.wi.gov](mailto:saltadmin@dot.wi.gov) by March 20th, 2015. The Department needs this information to begin the salt procurement process.

A challenge for those participating in the bid is determining the quantity of road salt they will request to purchase, with some uncertainty on how much may be needed to finish up the current winter season. When calculating your salt needs for the 2015-2016 bid remember to include any season salt from the 2014-2015 contract that you have not ordered yet as well as any vendor reserve that you are planning on taking.

Over the past several years all of the salt contractors servicing Wisconsin have struggled to keep up with the peak demand during the winter seasons. The transportation system, including ports, depots and private trucking resources has been routinely pushed to capacity. In addition, salt requested by local governments has continued to become more unbalanced with increasing amounts allocated to seasonal deliveries. In general, salt purchased in the early fill category is cheaper and easier for the salt contractor to provide than seasonal and vendor reserve. The more salt taken in early fill allows for additional dock space and resources to bring salt into the state prior to lakes possibly freezing up. This is why we are mandating that all early fill salt must be ordered by August 14<sup>th</sup>. Early fill salt ordered after that date may no longer be guaranteed by the date's outlines in section 10.1 of the contract.

To help reduce the peak demands the state is maximizing the amount of early fill salt to fill sheds prior to the winter season. We are asking local governments to do the same and fill storage space allocated for road salt to capacity during the early fill season which ends on November 13th 2015. This year the Department is requiring additional information from local governments who wish to be part of the WisDOT salt contract (see attached form). This information is important to ensure local governments participating in the bid are utilizing available storage.

We continue to believe the current cooperative statewide bid is beneficial for both WisDOT and local units of government. Please understand, WisDOT has a role and responsibility to structure the salt contract in a manner that will help aid in timely delivery of salt during the winter season. This process and terms for the WisDOT salt contract may not generate the best results for individual governments, depending on their unique local circumstances. We encourage each local government to carefully consider what approach is best for meeting road salt needs.

Sincerely,

A handwritten signature in black ink, appearing to read "Rose Phetteplace".

Rose Phetteplace  
Director, Bureau of Highway Maintenance

Changes in the municipal agreement that you should be aware of:

1. Early fill salt can be ordered as soon as the contracts are signed by the salt contractor. However, all early fill salt must be ordered no later than August 14, 2015. This deadline is necessary so that the salt contractor has enough time to meet their obligation. Early fill salt will still be delivered according to the schedule outlined in section 10.1 of the terms and conditions.
2. Even though early fill is delivered at the vendor's discretion you still need to email a DT2208 to the vendor so they know delivery locations.
3. Early fill orders (DT2208) must be emailed to the vendor by August 14, 2015. DT2208 forms emails after August 14, 2015 may not be guaranteed by the early fill dates in the contract.
4. Salt purchased under this agreement shall only be used on facilities owned and maintained by a municipality. If the municipality has contracted with a private entity to perform winter maintenance the salt purchased under this agreement shall not be used by the private entity on facilities not owned or maintained by a municipality

We are considering making the suggested language changes listed below to the terms and conditions of the salt bid contract:

**THE SUGGESTED CONTRACT LANGUAGE CHANGES CAN NOT BE SHARED WITH VENDORS.**

1. We're asking the salt contractors to supply a single email address so that salt order forms (DT2208) can be emailed.
2. Salt contractors must email you within 48 hours that they received your salt order.
3. **If the purchaser does not supply the salt contractor with the DT2208 order form the salt contractor no longer has to meet the 10-day delivery window.**
4. Early fill orders (DT2208) must be completed by August 14, 2015. Early fill salt ordered after August 14, 2015 may not be guaranteed by the delivery dates in the contract. Delivery of early fill will still happen by November 13<sup>th</sup> for 75% of the salt in the contract and by December 4<sup>th</sup> for the remaining 25%.
5. We added a clause to assure that some early fill salt is delivered by October 13th. See section 10.2.
6. You can now list the maximum number of tons you can receive on each order (DT2208).
7. You can now accept or reject loads with large chunks. If you accept the chunky load you have to write CHUNKY on the ticket and take a picture of each chunky load. You can then take a 25% penalty each load where the ticket is marked CHUNKY and there is a photo of the load attached to the payment.
8. You can now accept or reject loads with foreign material. If you accept the load you have to write FOREIGN MATERIALS on the ticket and take a picture of each chunky load. You can then take a 25% penalty each load where the ticket is marked FOREIGN MATERIALS and there is a photo of the load attached to the payment.
9. Rejected loads are considered rejected statewide and cannot be redirected to other purchasers on this contract.
10. If you order treated salt it shall be ordered on a dollar per dollar basis. Example: Say regular salt cost \$75/ton and treated salt cost \$90/ton. If you order 100 tons of regular salt it will cost you \$7,500. If you decide to order treated salt instead it will still cost you \$7,500 but you will only receive 83 tons (\$7500/\$90).

MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID (March 2015)

**THIS AGREEMENT MUST BE SIGNED, DATED, AND RECEIVED BY LISA MEINHOLZ**  
**([saltadmin@dot.wi.gov](mailto:saltadmin@dot.wi.gov))**

**WISDOT, Bureau of Highway Operations, P.O. Box 7986, Madison, WI 53707-7986**  
**NO LATER THAN 5 PM ON FRIDAY, MARCH 20, 2015.**

Annually the Wisconsin Department of Transportation, Bureau of Highway Maintenance takes bids for sodium chloride to be used as a deicing agent. For the 2015-16 bid the Department will receive a single, combined price to include three categories of delivery services for its road salt needs. They are:

1. **Guaranteed Early Fill** - this service is to take delivery of salt that will fill the purchaser's storage facilities to capacity. Salt contractor is required to complete delivery by November 13, 2015. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed early fill will be taken by the purchaser at the price awarded to the salt contractor. It obligates the salt contractor to deliver this guaranteed quantity. Early fill salt can be ordered as soon as the contracts are signed by the salt contractor. However, all early fill salt must be ordered no later than August 14, 2015. This deadline is necessary so that the salt contractor has enough time to meet their obligation. Salt contractors may ship road salt starting on the contract award date and concluding delivery by November 13, 2015 for 75% of the early fill quantity and December 4<sup>th</sup> for the remaining 25%. Notice to the purchasing agency is required as specified in the contract.
2. **Guaranteed Seasonal Fill** - this service is to take delivery of salt that will re-fill the storage facilities after November 13, 2015 and up to April 30, 2016. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed seasonal fill will be taken by the purchaser at the price awarded to the salt contractor, but the request for delivery is made by the purchasing agency. When both guaranteed early fill and guaranteed seasonal fill are contracted for, the municipality should take all early fill first before beginning to take delivery of seasonal fill.
3. **Vendor Reserve** - the salt contractor assures that it will have a reserve enabling it to provide additional salt up to the quantity let for bid as vendor reserve, which is taken at the discretion of the purchaser at the price awarded to the salt contractor. **The purchaser's vendor reserve cannot be more than 20% of the total of the Early Fill plus Seasonal Fill for a municipality.**

The WisDOT Bureau of Highway Maintenance will include the requested salt quantities for local units of government in the quantity for bid. Participating local units of government must agree to abide by the Special Terms and Conditions of the contract between WisDOT and the Salt Contractor including procedures for ordering, taking delivery, acknowledging receipt of delivery, making payment for salt received, salt quantities, salt unit prices, and assessing penalties. By signing, participants are also agreeing to comply with Administrative Code TRANS 277 which requires registration and compliance at all salt storage facilities. TRANS 277 also requires annual on-site storage facility inspections.

The \_\_\_\_\_ (Name of Municipality) \_\_\_\_\_ (County) requests WisDOT to acquire the following quantity of sodium chloride for the 2015-2016 winter season and agrees to purchase at least the quantities shown in item 3 and item 4 below and to make payment as contractually required.

1. **Current Inventory** \_\_\_\_\_ tons. (include tonnage of yet to be delivered salt from 2014/2015 contract)
2. **Storage Capacity for Road Salt** \_\_\_\_\_ tons. (This quantity should be the amount of storage available for regular road salt and should not include storage needed for sand/salt mix or other products)
3. **Guaranteed Early Fill** \_\_\_\_\_ tons. Early fill orders (DT2208) must be completed by August 14, 2015. Early fill salt ordered after August 14, 2015 is not guaranteed to be delivered by the dates in the contract. Purchaser must take 100% delivery upon contractually required notice from salt contractor anytime after Purchase Orders are released, up to November 13, 2015)
4. **Guaranteed Seasonal Fill** \_\_\_\_\_ tons.  
(Purchaser must take 100% delivery from the time the contract is awarded up to April 30, 2016)
5. **Vendor Reserve** \_\_\_\_\_ tons. **(This quantity can be no more than 20% of the sum of Items 3 and 4. Quantities that do not meet this requirement will be adjusted accordingly.)**  
(Purchaser may take delivery at its discretion between November 13, 2015 and up to April 30, 2016)

Participants will receive a copy of the Bid Documents, the procedure to place orders, the form DT 2208 and instructions on how to use it, and assistance on other requirements contained in the Bid Documents.

**\*ALL SALT ORDERS NEED TO BE SUBMITTED TO SALT CONTRACTORS ON A DT2208 FORM**

Salt purchased under this agreement shall only be used on facilities owned and maintained by a municipality. If the municipality has contracted with a private entity to perform winter maintenance the salt purchased under this agreement shall not be used by the private entity on facilities not owned or maintained by a municipality.

Signature Approval Authority (electronic signature accepted)

Date

Contact Phone Number  
(ex: 608-555-1212)

Contact Fax Number  
(ex: 608-555-1212)

Contact E-mail Address

Shawn Pfaff, Mayor  
Introduced By

Public Works  
Drafted By

Direct to Finance  
Referred To

March 10, 2015  
Date

**Resolution R-32-15**

**MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID**

WHEREAS, the Wisconsin Department of Transportation is willing to allow municipalities to participate in a cooperative bid for the acquisition of salt; and

WHEREAS, the Wisconsin Department of Transportation will competitively bid the salt contract; and

WHEREAS, combining municipal and state quantities, typically results in a much lower salt cost per ton for the City.

WHEREAS, City Staff have provided recommendations for the quantities of salt for the 2015-2016 season.

NOW, THEREFORE BE IT HEREBY RESOLVED, the Common Council of the City of Fitchburg, Dane County, Wisconsin, hereby approves entering an agreement with Wisconsin Department of Transportation for the acquisition of Salt in the quantities of 0 tons for guaranteed early fill, 1,500 tons for guaranteed seasonal fill, and 300 tons vendor reserve.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to sign the agreement with WISDOT for the municipal salt bid.

Adopted by the Common Council of the City of Fitchburg this \_\_\_\_ day of \_\_\_\_\_ 2015.

Approved By: \_\_\_\_\_  
Shawn Pfaff, Mayor

Attested By: \_\_\_\_\_  
Patti Anderson, City Clerk

<b>PENDING REFERRAL ITEMS</b>	
•	Rezone Request RZ-1853-09 by Randy Bruce of Knothe & Bruce Architect, LLC, Agent for McKee Family, LLC, to Rezone from Residential Medium Density (R-M) to Planned Development District General Implementation Plan (PDD-GIP) Property Associated with Lots 53 & 54 of Chapel Valley Plat
•	R-70-14 Resolution Designating Path Location for a Connection to McKee Road from the Military Ridge Path - tabled June 24, 2014
•	2014-O-25 Chapter 22 - Zoning, Article IIO. Business Districts, Division 6. Conditional Uses Applicable to all Business Districts. Sec 22-357. Design Review
•	2014-O-22 Chapter 54 - Parks, Recreation and Forestry, Article III Division 3. Tree and Shrub Management
•	R-07-15 Authorizing Acceptance of the McKee and McGaw Park Shelter Renovation Bids
•	2015-O-07 An Ordinance Amending Chapter 26 Sign Ordinance to Amend Section 26-83(a) Relative to On-Site LED Motor Vehicle Fuel Pricing Signs
•	Rezone Request RZ-2052-15 by Deborah Hatfield, Agent for Hamm Fam Land, LLC to Rezone from the PDD-SIP (Planned Development District - Specific Implementation Plan) to the P-R (Park & Recreation) and R-LM (Residential - Low to Medium Density), a Portion of Lot 3 CSM 11159
•	Comprehensive Development Plan Amendment Request CDP(A)-2051-15 by Deborah Hatfield, Agent for Hamm Fam Land, LLC, to Amend the Quarry Vista Comprehensive Development Plan, Lands near Fitchrona/Lacy Road
•	Preliminary Plat Request PP-2053-15 by Deborah Hatfield, Agent for Hamm Fam Land, LLC, for Approval of a Revised Preliminary Plat for Quarry Vista
•	R-17-15 Approving Offer to Purchase Property for Northeast Fire Station Site
•	R-107-14 A Resolution Authorizing Purchase and Installation of Three Shade Structures and other Improvements at McKee Farms Splashpad
•	R-10-15 Resolution Transferring Sole Ownership of the Nine Springs Golf Course LLC from Sam Schultz to Dan Larsen