

The meeting was called to order at 7:00 PM by Mayor Tutaj. Following the Pledge of Allegiance and a moment of silence for the community, roll call was taken.

Present: Mayor Tutaj, Alderpersons Wattawa, Calderon, Brickner, Feirer, Damon, Fliss

Also Present: City Administrator Johnsrud, City Attorney Alexy, City Clerk/Treasurer Uecker, City Engineer Dejewski, Police Chief Hunter, Fire Lieutenant Corso and Building Inspector Meerschaert

Excused: Fire Chief Poplar

Statement of Open Meetings Compliance:

City Clerk/Treasurer Uecker stated that the meeting had been properly posted and noticed.

Public Hearing:

- None

Presentation:

- None

Consent Agenda:

Moved by Alderman Brickner, seconded by Alderwoman Fliss to place on file with reference in the minutes and approve all items listed under Consent Agenda on the August 18, 2020 Common Council Agenda. Motion carried.

Items Removed from Consent Agenda:

- None

Recommendation of Action from Committees/Commissions/Boards:

Moved by Alderman Brickner , seconded by Alderman Wattawa to approve Beverage Operator’s License – New for Brian Miller. Motion carried.

Moved by Alderman Wattawa, seconded by Alderman Damon to approve an hourly contract for IT Services to Chain Link Technologies. Motion carried.

Moved by Alderman Damon, seconded by Alderman Feirer to concur with the recommendation of the Community Development Authority to recommend to the Common Council for the City to retain Sigma for environmental services in relationship to the development of the former WE Energies properties in the KK Corners catalytic area. Motion carried.

Moved by Alderman Feirer, seconded by Alderwoman Fliss to concur with the recommendation of the Board of Public Works to grant a permit for concrete to be placed between the driveway approaches of 1224 and 1302 East Norwich Avenue provided that both property owners each pay the required \$60 permit fee with the permit to include the standard condition of no guarantee from the City due to no

inspection which could result in a 100% special assessment of the driveway approaches when the road is repaved/reconstruction in the future. Motion carried.

Moved by Alderman Feirer, seconded by Alderwoman Fliss to concur with the recommendation of the Community Development Block Grant Advisory Board to recommend to the Common Council the following projects for the 2021 applications: Code Compliance Officer; Sidewalk Repair/Replacement; HOME Repair Loan program; and St. Francis Lions Club ADA Door Upgrades. Motion carried.

Resolutions and Ordinances:

Moved by Alderwoman Fliss, seconded by Alderman Wattawa to introduce and adopt a Resolution to Adopt a Revised Fee Schedule for the City of St. Francis. Motion carried. **Resolution No. 2801**

Discussion Items with Possible Action:

- None

Appointments to Committees/Commissions/Boards:

- None

Correspondence with Possible Action or Referral to Committees/Commissions/Boards:

Moved by Alderwoman Fliss, seconded by Alderman Damon to place on file with reference in the minutes the correspondence dated August 13, 2020 from the City Engineer regarding Watermain Trench Repair/Catch Basin Repair Contract and to concur with the City Engineer's recommendation to cancel the project for 2020, reject all bids and re-bid the project in late 2020/early 2021. Motion carried.

Unfinished Business:

- None

Adjourn to Closed Session:

Moved by Alderman Brickner, seconded by Alderwoman Fliss to convene into closed session pursuant to Wis. Stat. sec. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and pursuant to Wis. Stat. sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Items for discussion: Amendment to Development Agreement – Bear Development. The following voted “aye”: Alderman Feirer, Alderwoman Calderon, Alderwoman Fliss, Alderman Wattawa, Alderman Damon and Alderman Brickner. Motion carried.

Time: 7:33 p.m.

Adjourn:

Moved by Alderman Damon, seconded by Alderman Wattawa to adjourn. Motion carried.

Time: 8:23 p.m.

RESOLUTION NO. 2801

**RESOLUTION TO ADOPT A REVISED FEE SCHEDULE
FOR THE CITY OF ST. FRANCIS**

WHEREAS, the City of St. Francis issues a wide range of permits and provides a wide range of services for which a fee is required to be paid under the City of St. Francis Code of Ordinances; and

WHEREAS, from time to time, the Common Council approves a Fee Schedule to establish the costs to be collected for the issuance of such permits and the performance of such services; and

WHEREAS, in accordance with the requirements of Wis. Stat. § 66.0628, City Staff periodically reviews the fees imposed by the City to ensure that they bear a “reasonable relationship” to the City’s reasonable direct costs to provide the permit or service; and

WHEREAS, City Staff has reviewed the current Fee Schedule and has proposed certain, specific revisions to ensure that said Fee Schedule reflects the City’s current costs of providing the permits and services provided for therein.

NOW, THEREFORE, the Common Council of the City of St. Francis, Wisconsin do ordain as follows:

SECTION 1. IT IS HEREBY RESOLVED that the Fee Schedule dated August 10, 2020 attached hereto and incorporated by reference is hereby ADOPTED for all purposes.

SECTION 2: SEVERABILITY. The several sections of this Resolution are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the Resolution. The remainder of the Resolution shall remain in full force and effect. Any other resolutions whose terms are in conflict with the provisions of this Resolution are hereby repealed as to those terms that conflict.

SECTION 3: EFFECTIVE DATE. This Resolution shall take effect immediately upon passage and publication as provided by law.

Passed and adopted at a regular meeting of the Common Council of the City of St. Francis this 18th day of August 2020.

City of St. Francis

/s/Ken Tutaj _____

Ken Tutaj, Mayor

Attest: **/s/Anne B. Uecker, MMC/WCPC** _____

Anne B. Uecker, City Clerk/Treasurer

MINUTES OF THE COMMON COUNCIL MEETING HELD AUGUST 18, 2020

Building & Zoning Code Inspection & Permit Fees		
	Inspections (minimum per inspection)	\$60
	Residence / one and two family w/attached garage / Three family and over / Row Housing / Multiple family dwellings / Institutional	\$.35/ Sq Ft
	Service fee for Time Extension (6 month extension max.)	1/4 th of the original fee per month of extension
	Residence additions	\$.35/Sq. Ft.
	Local Business / Office Buildings	\$.33/Sq. Ft.
	Additions	\$.33/Sq. Ft.
	Manufacturing or Industrial	\$.33/ Sq. Ft.
	Agriculture Bldg., detached garages, accessory buildings	\$.30/ Sq. Ft.
	Re-inspections	\$100
	Permits	
	Start of Construction Footings / Foundations	
	Multi-family, Industrial & Commercial	\$245
	One & Two Family	\$190
	All other buildings, structures, alterations and repairs where square footage cannot be calculated	\$12/\$1,000 Valuation
	Heating, Incinerator Units, Wood Burning Appliances & Heat Recovery Ventilators	
	Up to 150,000 Input BTU's	\$60 per unit
	Each additional 50,000 BTU's	\$17
	Maximum per unit	\$800 Max.
	Exhaust Hood & Systems	
	Commercial / Industrial	\$175 per unit
	Heating & Air Conditioning Distribution Systems	\$1.90 / 100 sq ft of Conditioned Air- \$50 Min.
	Air Conditioning	
	Up to 3 Tons	\$60 unit
	Each additional ton or fraction thereof	\$16 per ton
	Maximum per unit	\$750
	Wall Units / Permanently Installed	\$15 per unit
	Moving Buildings over Public Ways	\$300 minimum plus .10 sq. ft.
	Wrecking or Razing	\$80 minimum + .10/sq ft with \$750 maximum
	<i>Fee waived if structure is condemned</i>	
	Plan Examinations	
	One & Two Family	\$300
	Apartment, Three Family, Row Housing, Multiple Family	\$350 + \$25 per unit
	Alterations & Additions	
	Commercial / Industrial	\$285
	Additions to One & Two Family Dwellings	\$80
	Alterations to One & Two Family Dwellings	\$60
	Accessory Buildings - 120 sq ft or more	\$60

MINUTES OF THE COMMON COUNCIL MEETING HELD AUGUST 18, 2020

	Swimming Pools, Chicken Coops, Fences	\$35
	Heating Plans, Lighting & Energy (Calcs. Submitted Separately)	\$60
	PRIORITY PLAN REVIEW	DOUBLE FEE
	Re-submission of previously approved plans	\$50
	Special Inspections & Reports	\$150
	Wisconsin Uniform Building Permit Seal	\$60 + State Charge
	Occupancy Permits	
	Residential per unit	\$50
	Commercial / Industrial	\$205
	Pools / Spas	\$60 minimum
		\$12 / \$1000
	Decks, Sheds, Covered Porches, Ramps	\$60
	Erosion Control Fees:	
	One & Two Family Lots	\$160/Lot
	Multi-family, Commercial Lots, Industrial Lots, Institutional Lots	\$300/Bldg + \$5 /1000 sq ft disturbed area - \$2000 Max
	Other	\$60 minimum
	Residing, Reroofing & Trim	
	Residential	\$60
	Commercial	\$12 per \$1000 valuation
	Chicken(s) Permit	\$40.00
	Copies and Reproductions	
	Zoning Maps	\$20.00
	CD or Flash Drive Copies of Zoning Code	\$20.00
	Zoning letters or report	\$100.00
	PENALTIES	
	Failure to call for Final Inspection	\$100
	Second Offense	\$200
	Third Offense	\$300
	Failure to obtain permit before work has started	DOUBLE FEE
	Subsequent Offenses	QUADRUPLE FEE
	Work not ready at time of scheduled inspection	\$100
	Aesthetic Control Board Hearing	\$50- SFD/\$300 Commercial/Multi
	Zoning Board of Appeals	\$750
	Change of Zoning	\$750
	Change of Zoning / Special Use	\$750
	Preliminary Plat/CSM Filing Fee	\$150.00
	Curb Openings	\$50
	Automatic Fire Sprinkler Fees (Contact Fire Dept at 414-483-4424)	
	Signs	\$70 per side Minimum - \$.50 /SF

MINUTES OF THE COMMON COUNCIL MEETING HELD AUGUST 18, 2020

Collection & Disposal		
Special Pickup Fees		
	Two men & truck; 30 minute limit, no single item over 150 lbs	\$25
	Extra time per hour or any fraction thereof	\$50 hr
	Items over 150 lbs	\$50 hr in add'l to minimum chrg above
	Special Equipment	\$25 hr - first 30 mins
Special Pickup for Senior Citizen (65 or over)		
	Two men & truck; 30 minute limit, no single item over 150 lbs	\$20
	Extra time per hour or any fraction thereof	\$20 hr

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8/10/2020

	Items over 150 lbs	\$20 hr in add'l to minimum chrg above
Electrical Permit Fees		
	Audible or visual Signal or Communication devices	\$0.50 per device
	Automatic Heating Equipment, gas, oil, coal	\$10.00 per unit
	Electric Lamp Signs	\$ 0.15 per Socket (\$10 min.)
	Feeder or Subfeeder changes	\$15.00 each
	Fire Alarm Systems	\$85.00
	Fixtures	\$1.00 each
	Fluorescent Light Fixtures	\$1.00 each
	Generators including panels	\$0.75 per KW or fraction
	HID Lighting	\$3.00 each
	Low voltage machine & appliance wiring	\$50.00
	Machines, X-ray Machines	\$10.00 per unit
	Miscellaneous Heating Devices	\$10.00 per unit
	Motors	\$0.75 per H.P. or Fract
	Neon Signs	\$15. 00 per unit
	New Residential Services	\$80.00
	New Multi-Family Services	\$125.00
	New Commercial/ Business Services	\$125.00
	Outlets	\$ 1.00 each
	Range, Water Heater, Dryer, Garbage Disposal, Dishwasher	\$10.00 per unit
	Rectifiers and Transformers	\$0.50 per KW or Fract
	ResidentialGarage	\$10.00
	Refrigerating or Air Conditioners	\$10.00 per unit
	Stage Lights	\$0.50 per light
	Stage Pockets, Spot Lights, Motion Pictures	\$10.00 per unit
	Strip Lighting, Plug-in strip, Trolley Duct, ect.	\$0.50 per ft. or Fract
	Service Equipment 0 - 100 Amps	\$40.00 per disconnect
	Service Equipment 100 -600 Amps	\$45.00 per disconnect
	Service Equipment Over - 600 Amps	\$45.00 per disconnect

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	Swimming pool wiring	\$50.00
	Temporary Services	\$50.00
	Temporary, Permit	\$50.00 per permit
	Wireways, Busways, Raceways, Gutters	\$0.50 per ft. or Fract
	Failure to call for Final Inspection	\$50.00
	Re-Inspection Fee	\$50.00
	Minimum fee for any Permit	\$60.00 per permit
Plan examination fees on new buildings		\$50.00 minimum
	0 to 1,000,000 cubic feet	\$1.25 per 1000 cubic feet
	Over 1,000,000 cubic feet	\$1,000+ \$.75 per 1,000 cubic feet
	3 or more residences with 200 amp or larger service	\$1.50 per 100 square feet
	Minimum fee for Plan Review	\$75.00
	Additional inspections.	\$28 per hour - \$60.00 min
	Failure to apply for permit prior to work	Quad Fee
Plumbing Inspection & Permit Fees		
	Sewer \$40.00 min.	\$50 per each 100 feet or fraction thereof
	Outside sanitary sewer	\$50.00
	Outside storm sewer	\$50.00
	Inside sanitary sewer	\$50.00
	Inside storm sewer	\$50.00
	Water service Min.	\$50 per each 100 feet or fraction thereof
Sewer Connection		

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	Storm or Sanitary	\$50.00
	Catch Basins	\$12.00
	Manholes	\$12.00
	Fixtures Below	Min \$20.00
	Air Admittance Valve	\$12
	Air conditioner drain	\$12
	Area or Deck Drain	\$12
	Back Flow Preventer	\$12
	Bar Sinks	\$12
	Bath Tubs	\$12
	Beer Taps	\$12
	Beverage Dispensers	\$12
	Carbonators	\$12
	Chiller/Cooling Towers	\$12
	Clothes Washer	\$12
	Coffee Maker	\$12
	Conductors	\$12
	Dish Washer	\$12
	Drinking Fountains	\$12
	Ejector Pumps	\$12
	Floor Drains	\$12
	Food Waste Disposers	\$12
	Gang Shower Heads	\$12
	Hose Faucets	\$12
	Ice Compartments	\$12
	Ice Makers	\$12
	Interceptors	\$12
	Kitchen Sinks	\$12
	Laundry Trays	\$12
	Lavatories	\$12
	Pot/ Prep Sinks	\$12
	Pumps	\$12
	Receptors	\$12
	Roof Drains	\$12
	Service/ Mop Sinks	\$12
	Shampoo Basins	\$12
	Shower Stalls	\$12
	Sinks	\$12
	Soap Dispensers	\$12
	Storm Inlets	\$12
	Sump Pumps	\$12
	Trench Drains	\$12
	Urinals	\$12
	Water Closets/ Bidets	\$12

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	Water Heaters	\$40
	Water storage tank	\$20
	Water treat device	\$12
	Minimum Permit Fee	\$60
	Failure to call for inspection	Double permit fee
	Failure to apply for permit.	Quad permit fee
	Reinspection fee	\$50

LICENSE FEES		
	Amusement Distributor	\$150
	Arcade Supplier	\$500
	Arcade Operators	\$300
	Amusement Devise Owners	\$20
	Amusement Devises	\$30
	Arcade Attendant	\$15
	Auto Dealers - Used	\$300
	Auto Salvage Dealers	\$300
	Background Checks	\$10
	Bicycle (without need for renewal)	\$6
	Carnivals	
	5 Rides and/or Stands	\$25
	Each additional Ride or Stand	\$5
	Christmas Tree Sellers	\$50 + \$50 deposit
	Cigarette License	\$75
	Direct Sellers License - Company	\$100
	Each additional person under license	\$100
	Electrical Contractor's License	\$50
	Ice Cream Vendors - Company	\$100
	Each additional person under license	\$100
	Kennel License	\$25
	Liquor Class "A" Fermented Malt Beverage Retail License	\$150
	Liquor Class A	\$400
	Liquor Class "B" Fermented Malt Beverage Retail License	\$100
	Liquor Class B	\$400
	Liquor Class "C" Wine License	\$100
	Liquor Reserve Class "B" Intoxicating Liquor	\$10,000
	Operator's Original or Late License	\$25
	Operator's Renewal License	\$20

	Parades	\$25 + \$75 deposit
	Provisional License	\$15
	Publication Fee	\$10 / \$30 late fee
	Rummage Sales (limit 4 per year)	\$2 each
	Solicitor	\$5 /60 days

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	Each additional person	\$0.50
	Temporary Operator's License (non-profit organization)	\$10
	Temporary or Picnic License	\$10
	Underage Tavern License	\$100
	Vending Machines	\$15
	Vending Cart License	\$50
	License per employee under 18 up to 5	\$1.00 each
Pet License Fees:		
	Dog License	
	Spayed / Neutered	\$12
	Unaltered	\$24
	Spayed /neutered and 5 months of age after July 1st of license year	\$6
	Unaltered and 5 months of age after July 1st of license year	\$12
		Fee doubled if late
	Cat License	
	Spayed / Neutered	\$12
	Unaltered	\$24
	license year	\$6
	Unaltered and 5 months of age after July 1st of license year	\$12
		Fee doubled if late
Reproduction of Documents		
	1/4 plat copies	\$1 per page
	Address Maps	\$4
	Bid Tabulations	\$1
	Certified copies of marriage, death or birth	\$4/ first copy \$2 / ea add'l copy
	Certified Survey Maps	\$5
	Copies of all other codes, resolutions, ordinances or minutes of meetings	\$.25 per page
	Department Reports	\$3/report + .50/page over 3 pages
	Engineer drawings / plans	.50 per sq ft
	Immunization records	\$2
	Mailings of copies	\$3 + actual postage
	Maps / Plans Oversized	Actual cost of reproduction by blueprint co
	Photographs	\$3.25
	Sanitary Sewer Systems	\$5
	Special Assessment Information	\$15
	Special Assessment Tabulations	\$1
	Storm Sewer Systems	\$5

MINUTES OF THE COMMON COUNCIL MEETING HELD AUGUST 18, 2020

Street and Alley Maps	\$3
Street-Alley Plan and Profiles	\$5
Subdivision Ordinances	\$5
Tape Recordings (including tape)	\$12 per page
Tax Bills	\$1
Water Main Systems	\$5

Zoning Maps	\$5
Zoning Ordinances	\$20
Ambulance Fees	
BLS - Resident Basic Fee	\$625
BLS - Non-Resident Basic Fee	\$750
Mileage - Residents	\$15.00/mile
Mileage - Non-Resident	\$16.00/mile
Oxygen - all clients	\$85
Spinal Immobilization - all clients	\$125.00
BLS On Scene Care - Resident	\$200.00
BLS On Scene Care - Non-Resident	\$300.00
Fire Protection System Fees:	
Fire sprinkler system	
Basic Review - (without hydraulic calculations)	\$250
Plan review w/ one set of hydraulic calculations	\$325
Additional Hydraulic calculations verified (DarcyWeisbach excluded)	\$175
Add'l Hydraulic calculations verified using DarcyWeisbach calcs	\$210
Additional Reviews of same system and/or hydraulic calculations	\$325
Site Inspection	\$75 / hr
Witness final acceptance test of fire protection systems	\$75/hr-2 hr minimum
Modifications to existing sprinkler systems	

MINUTES OF THE COMMON COUNCIL MEETING HELD AUGUST 18, 2020

	Minimum fee for system modification without hydraulic calculations	\$100
	Per sprinkler up to 15 without hydraulic calculations	\$10
	Per sprinkler up to 15 with hydraulic calculations	\$325
	per sprinkler with 16 or more	\$325
	Fire pumps review	\$300
	Fire sprinkler system underground mains including combination mains	
	0 - 999 feet	\$150
	1000 feet or more	\$300
	Fire hose and/or standpipe hose connections	\$10 / outlet
	Other Fire Protection Systems	\$300
	Fire Alarm Systems	\$250 /control panel
	Fire Alarm Systems alarm notification devices (both audible and visual) Manual pull stations, initiating devices: includes smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring devices per review	\$50 each up to 3 additional \$10 each
	Witnessing of tests	\$75/hr-2 hr minimum
	Consulting on Fire Protection Systems	\$75/hr-2 hr minimum
	<i>Triple fee will charged if any work is started prior to permit issuance</i>	