



Snowmobile Capital of the World ★ ATV/UTV Capital of Wisconsin ★ Hockey Capital of Wisconsin

## *AGENDA NOTICE*

THE FINANCE COMMITTEE OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, JANUARY 14, 2025, 5:15 P.M. AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

- 1) Call To Order.
- 2) Roll Call.
- 3) Treasurer confirmation that all bank accounts are reconciled.
- 4) Treasurer report of any and all late payments and penalties.
- 5) December Financial Review.
- 6) Review & Approval of Accounts Payable.
- 7) Adjourn.

*Please note that, upon reasonable notice at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services or provide a video link for meetings. For additional information, or to request this service, please contact the City Clerk's Office at 715-479-8682 ext. 224, 525 E. Maple Street, P.O. Box 1269, Eagle River WI 54521.*

*Date of posting 1/13/25*



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## AGENDA NOTICE

THE COMMON COUNCIL OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, JANUARY 14, 2025, 6:00 PM AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

*The meeting will be available via Zoom at the following link:*

<https://us06web.zoom.us/j/81145375663?pwd=bQHqovHJVhqsra1g3yEoGUXFGtmf.1>

*Meeting ID: 811 4537 5663*

*Passcode: 064873*

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve the agenda in any order
5. Approve Minutes of Previous Meetings
6. Discussion and Possible Action on the Following Agenda Items:
  - a) Regular Operator's licenses: Bobbi Gosnell, Rene Kecker, Elexius Martinson, Richard Reinke II, Thomas Stoltman
  - b) Planning Commission
    - i. Proposed Resolution No. 1052 by the City of Eagle River Expressing Support for the Sale of Riverside Park to be Developed Into Single- And Two-Family Residential Homes
    - ii. Abundant Life Church is seeking a conditional use permit to establish an annex facility for their church to host programming for youth and other groups at 216 Capich Drive, Eagle River, per Ordinance Sec. 106-333: Uses permitted by conditional grant. (1) Churches, private clubs, fraternities and lodges except those whose chief activity is a service customarily carried on as a business. The property is described as Parcel 221-962, GL 04, Sect. 27, T40N, R10E, PRT GOVT LOT 4.
      - Conditions recommended as part of permit: Installation of a fence according to City ordinances, connection to City sanitary sewer system by Labor Day, and the Church is to provide direct contact information to neighbors in case of issues with the community center.
    - iii. Ordinance No. 590: Short-Term Rental Licensing, addition of Article XII to Chapter 106 - Zoning, PURPOSE: To ensure that the quality and nature of the short-term rentals operating within the City of Eagle River are adequate for protecting public health, safety, and general welfare and to protect the character and stability of the neighborhoods within the city.
      1. Short term rental license fee effective date and implementation
  - c) MSA Monthly Updates
    - i. Spruce & Third Project options for Council consideration

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- d) Department of Public Works: Purchase of 2019 Chevy pick-up truck for Parks Department from Parsons of Eagle River not to exceed \$36,000.
  - e) Ordinance No. 591 – Ordinance Amending Section 78-92(a) of the City of Eagle River Municipal Code Relating to Excavation Fees
  - f) Discussion about potential City property sale of parcels along Indiana Street and Hospital Road (Jerry Burkett)
  - g) Debt Management Policy Updates pertaining to issuance of bonds and/or promissory notes.
  - h) Approve payment of the bills for the City and the Golf Course
  - i) Treasurer’s monthly update.
  - j) Police chief monthly update on departmental activities
  - k) Administrator’s monthly update on activities of all departments
  - l) Clerk’s monthly update
  - m) Clerk’s office hours change proposal – Wednesdays by appointment only
7. Adjourn to Closed Session according to Wisconsin State Statute:
- a) 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
    - i. ER Police Department – Union Grievance, step 2: Deficit Hour Scheduling
    - ii. Assistant Police Chief, Adam Ross, Assistant Chief of Police contract and WPPA MOU
    - iii. Robin Ginner, City Administrator, Contract Amendments
8. Reconvene in Open Session according to Wisconsin State Statute 19.85 (2) with possible action on closed session agenda items.
9. **Adjourn.**

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*Date of posting 1/13/25*

December 10, 2024

A meeting of the Finance Committee of the City of Eagle River was called to order at 5:15 PM by Council President Kim Schaffer.

Roll Call: Dan Dumas, Vic Washelesky, Jerry Burkett, and Kim Schaffer. Also in attendance: Becky Bolte and Robin Ginner. Cory Hoffmann arrived at 5:30PM. Absent: Mayor Hyslop

Treasurer confirmation that all bank accounts are reconciled: Hoffmann reported the city operating accounts are reconciled through October. The golf course account is still being reconciled.

Treasurer report of any and all late payments and penalties. None

November Financial Review: Hoffmann provided a written November 2024 Budget report for both the City and the Golf Course that was included in the City Council packet for the regular City Council meeting.

Review and approval of Accounts Payable for City and Golf Course: *Motion by Burkett, 2<sup>nd</sup> by Washelesky, to recommend payment of presented City and Golf Course payables to City Council. Carried on a roll call vote, all.*

*Motion by Burkett, 2<sup>nd</sup> by Dumas to adjourn at 5:45 PM. Carried, all.*

Becky Bolte - Clerk

December 12, 2024

A meeting of the Common Council of the City of Eagle River was called to order at 6:00PM by Council President Kim Schaffer.

The Pledge of Allegiance was led by Jerry Burkett and was recited by all present.

Roll Call: Jerry Burkett, Vic Washelesky, Dan Dumas, Kim Schaffer. Also in attendance: Robin Ginner, Becky Bolte, Cory Hoffmann, Chris Dobbs, Adam Ross, Mike Sanborn, and Kyle Anderson. Absent: Mayor Hyslop

*Motion by Burkett, 2<sup>nd</sup> by Washelesky to approve the minutes of the 11/12/2024 Finance Committee and Common Council meetings. Carried, all*

A) 2025 Budget Hearing: President Schaffer opened the 2025 Budget Hearing at 6:00PM. Administrator Ginner presented the 2025 budget summary and reviewed debt information. Schaffer called for public comments, none heard, and closed the 2025 Budget Hearing at 6:05PM.

Discussion about possibility of change in budget after closed session with Ginner reporting there is room for a budget amendment of line items.

Item C on the agenda was then motioned.

C) Resolution 1051: Adoption of 2025 Budget, authorization for 2024 tax levy: *Motion by Burkett, 2<sup>nd</sup> by Washelesky to approve Resolution 1051, to adopt the 2025 City of Eagle River budget and authorize the City of Eagle River tax levy as presented. Carried on a roll call vote, all.*

Returned to item B on the agenda.

B) Borrowing Resolution 1050: *Motion by Washelesky, 2<sup>nd</sup> by Dumas to approve End of Year Borrowing Resolution 1050 for \$295,768, for a 13-month term, at 5.39% from Nicolet Bank, with no prepayment penalty. Carried on a roll call vote, all.*

D) 2024 Budget Amendments: Ginner provided document supporting \$50,955 in 2024 budget amendments. Line items were adjusted between accounts to cover repainting of the Depot bathrooms, gravel for the Maple Street project, and the televising of the storm sewers on Spruce/Third. *Motion by Dumas, 2<sup>nd</sup> by Burkett to accept the 2024 budget amendments as presented. Carried on a roll call vote, all.*

E) Operator's licenses: Regular: Nicole Adams, Erin Beles, Genevieve Borich Coady, Deette Eckes, Olivia Eddy, Madisyn Fiebiger, Stephen Skotzke, Olivia Stone, Gage Testini. *Motion by Burkett, 2<sup>nd</sup> by Dumas to approve all regular operators licenses as presented. Carried, all.*

F) Liquor Licenses:

*Motion by Burkett, 2<sup>nd</sup> by Dumas to approve Change of Agent on Class B Liquor License for Riverstone Brewing Company LLC – Successor Agent - Stephen Skotzke for license term ending 6-30-2025. Carried, all.*

*Motion by Burkett, 2<sup>nd</sup> by Washelesky to approve Change of Agent on Class A Liquor License and Cigarette, Tobacco and Electronic Vaping Device for T.A. Solberg Co. Inc., DBA Trigs Eagle River Grocery Store and Trigs Eagle River Shell Station, Successor Agent – Angela D Miller for license terms ending 6-30-2025. Carried, all.*

G) Eagle River Pickleball Association request for court construction behind City Hall: No discussion, no action. Agenda item scheduled for February 2025 City Council meeting agenda.

H) Golf Course Updates from Golf Pro and Greens Superintendent: Greens Superintendent Anderson presented concerns over private citizen demands to the Greens Superintendent regarding the golf course responsibilities/maintenance of the golf course property abutting Aquila Court. *Motion by Burkett, 2<sup>nd</sup> by Dumas to have City staff direct residents to call the City Attorney, Steve Garbowicz, with complaints regarding this issue. Carried on a roll call vote. Ayes: Burkett, Dumas, Schaffer Nays: Washelesky*

*Motion by Burkett, 2<sup>nd</sup> by Dumas to approve Zmek Excavating quote for beam support/leveling of the club house kitchen for a total of \$13,675.00. Carried on a roll call vote, all.*

i) City of Eagle River Employee Manual Update to Section 4, Compensatory Time/Overtime/Pager-Standby Time/Personal/Other, paragraph 13: Response Time Residency – The City and Utility require all employees to live within a 30-mile radius of the City of Eagle River corporate limits. *Motion by Dumas, 2<sup>nd</sup> by Washelesky to approve employee manual update as presented. Carried, all.*

J) Approve payment of the bills for the City and the Golf Course. *Motion by Burkett, 2<sup>nd</sup> by Washelesky to approve payment of the bills for the city and the golf course as recommended by the Finance Committee. Carried on a roll call vote, all.*

K) Treasurers monthly update: Hoffmann provided a written report. Hoffmann added she has done audit work on the balance the golf course owes the city. Hoffmann also reported that the County will no longer be folding/stuffing/posting tax bills for the city.

L) Police chief monthly update on departmental activities. A written report was provided by Chief Dobbs.

M) Administrator's monthly update on activities of all departments. A written report was provided by Ginner that included departmental activities and 2024 project updates. Ginner gave a summary of the current status of Act 10, stating that it has been ruled to be unconstitutional. However, there is a stay in effect until all appeals are exhausted. ACT 10 effects the ability of public workers to unionize.

S) Clerk's monthly update: Bolte provided a written report/Clerk position procedural update for review.

*Motion by Burkett, 2<sup>nd</sup> by Washelesky to adjourn to Closed Session at 6:55PM according to Wisconsin State Statute: 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; Liquor License Complaint,*

*AND 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.*

i. *Police Chief, Chris Dobbs, Annual Review/Compensation*

- ii. Assistant Police Chief, Adam Ross, Assistant Chief/Union Relationship
  - iii. Cory Hoffmann, City Treasurer, Annual Review
  - iv. Becky Bolte, City Clerk, Annual Review
  - v. Robin Ginner, City Administrator, Annual Review
- Motion carried, all.

Motion by Burkett, 2<sup>nd</sup> by Dumas to reconvene in Open Session at 8:40PM according to Wisconsin State Statute 19.85(2) with possible action on closed session agenda items.

No action on liquor license complaint.

No action on Assistant Police Chief, Adam Ross, Assistant Chief/Union Relationship.

Motion by Burkett, 2<sup>nd</sup> by Washelesky to proceed with Police Chief salary adjustment. Carried on a roll call vote, all.

Motion by Burkett, 2<sup>nd</sup> by Washelesky to approve a salary increase of 7.92% from 2024 salary for Police Chief Dobbs, effective January 1, 2025. Carried on a roll call vote, all.

Annual Reviews of Treasurer, Clerk, and Administrator rescheduled to Thursday December 19 when Mayor Hyslop would be available.

Motion by Burkett, 2<sup>nd</sup> by Washelesky to adjourn the meeting at 8:45PM. Carried, all.

Becky Bolte – Clerk



December 19, 2024

A special meeting of the Common Council of the City of Eagle River was called to order at 4:45 PM by Mayor Hyslop.

Roll Call: Dan Dumas via Zoom phone, Vic Washelesky, Jerry Burkett, and Kim Schaffer. Also in attendance: Becky Bolte, Robin Ginner, Cory Hoffmann, Chris Dobbs and Adam Ross

*Motion by Burkett, 2nd by Schaffer to adjourn to Closed Session at 4:47PM according to Wisconsin State Statute 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:*

- i. Assistant Police Chief, Adam Ross, Assistant Chief/Union Relationship/MOU*
- ii. Cory Hoffmann, City Treasurer, Annual Review*
- iii. Becky Bolte, City Clerk, Annual Review*
- iv. Robin Ginner, City Administrator, Annual Review*

*Motion carried on a roll call vote, all.*

Burkett left the meeting at 6:23PM.

*Motion by Washelesky, 2<sup>nd</sup> by Schaffer to reconvene in Open Session at 6:43PM according to Wisconsin State Statute 19.85(2) with possible action on closed session agenda items. Carried on a roll call vote, all.*

*No action taken.*

*Motion by Schaffer, 2<sup>nd</sup> by Schaffer to adjourn the meeting at 6:44PM. Carried all.*

Becky J Bolte - Clerk







RESOLUTION NO. 1052

EXPRESSING SUPPORT FOR THE SALE OF RIVERSIDE PARK TO BE DEVELOPED INTO  
SINGLE- AND TWO-FAMILY RESIDENTIAL HOMES

*WHEREAS*, Vilas County owns a parcel of park land, known as Riverside Park, located at 505 W. Division Street (the “Property”); and

*WHEREAS*, the Property has been underutilized for its intended park and recreational purposes; and

*WHEREAS*, there is an increasing demand for single- and two-family residential housing within the City of Eagle River to accommodate the growing population and address housing shortages; and

*WHEREAS*, the development of the Property into single- and two-family residential will contribute to the economic vitality of the City of Eagle River by expanding the tax base, creating construction jobs, and encouraging community growth; and

*WHEREAS*, The City of Eagle River acknowledges and supports re-zoning of the property from its current Parks and Recreation designation to a zoning designation that will support development of single- and two-family residential.

*WHEREAS*, the proposed development aligns with the goals and objectives of the City’s Comprehensive Plan, specifically, Section 2.4 Housing, to develop land use plans that guide the location, use and density of existing and future housing development; and

*WHEREAS*, Vilas County will be responsible for extending all necessary utilities to the Property, including water, sewer, and electrical infrastructure, at no cost to the City; and

*WHEREAS*, the City of Eagle River and Vilas County will work together to ensure that the sale and development of the Property will comply with all applicable zoning and land use regulations and prioritize single- and two-family residential development.

*NOW, THEREFORE, BE IT RESOLVED* by the Common Council of the City of Eagle River, as follows:

1. The Common Council of the City of Eagle River hereby expresses its support for the sale of the Property located at 505 W. Division Street for the express purpose of developing single- and two-family residential homes.
2. The Common Council directs staff to ensure that the development of the Property complies with all applicable regulations and aligns with the City’s Comprehensive Plan.
3. This Resolution shall take effect immediately upon its passage and adoption.

Adopted on this \_\_\_\_\_ day of January, 2025.

SIGNED: \_\_\_\_\_  
Jeffrey A. Hyslop, Mayor

\_\_\_\_\_  
Date

ATTEST: \_\_\_\_\_  
Becky Bolte, Clerk

\_\_\_\_\_  
Date



CITY OF  
**EAGLE RIVER**  
*Wisconsin*

**Application for a Hearing before Planning Commission**

**Applicant MUST provide the following information:**

Name Abundant Life Church Phone 715-891-5525

Mailing Address PO Box 1975 Eagle River rob.dixon82@gmail.com

Interest in the Property Owner (Closing 2/15/25) 216 Capich Dr.

Name of Property Owner Abundant life

Mailing Address PO Box 1975, ER.

The above signed applicant does petition the City Council as follows:

**Amend the Zoning Classification or Boundaries of a District**

Change may only be initiated by the City Council, Plan Commission or a petition by one or more of the owners or lessees of the property proposed to be changed.

Present Zoning Classification \_\_\_\_\_

Requested Zoning Classification \_\_\_\_\_

Applicant must provide the following information

- Legal description and address of the property in question.
- A sketch drawn to a scale of not less than 100 feet to the inch, showing area to be changed, its location, the location of the existing boundaries and the uses within 300 feet of the property proposed to be changed.
- Property owners names, mailing address of all property within 300 feet of the property in question.
- Present use of the property in question.
- Proposed use of the property in question.

**Zoning Ordinance Amendment**

Change initiated, must be initiated by Zoning Administrator.

Requested Amendment to section: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Conditional Use Permit**

Zoning Classification of Property R-1 - Single Family

List the requested conditional use, Church use - Annex to Abundant Life Church - Youth Building for programs.

Applicant must provide the following information:

- A legal description and address of the property where the use will take place.
- The names and mailing addresses of the abutting property owners.
- Present uses of the abutting properties.
- A site plan of the property showing distances of structures to property lines, parking areas, landscaping, lighting, traffic line of sight visibilities and any other information which will assist the Planning Commission to make a decision.

Additional information may be requested by the Eagle River Plan Commission or the Eagle River City Council to evaluate your application. The lack of information may in itself be sufficient cause to deny a petition. Failure to provide the above required information may result in additional public hearings, which additional costs will be borne by the applicant.

The completed application must be submitted to the Zoning Administrator's office no less than 30 days before the date of the Planning Commission meeting, 525 E. Maple Street, PO Box 1269, Eagle River, WI 54521.

***Applicant or Owner of the property or Agent shall appear before the Planning Commission.***

Dated this 11 day of Dec, 2024

Respectfully submitted by Rob L. O'Neil

<i>For Office Use Only:</i>			
Permit distribution:	<input type="checkbox"/> Treasurer (w/check)	<input type="checkbox"/> File	<input type="checkbox"/> Planning Commission
Payment: \$	<input type="checkbox"/> Cash	<input type="checkbox"/> Check #	Date: _____ Admin: _____ Date: _____



NOTICE OF PUBLIC HEARING  
CITY OF EAGLE RIVER PLANNING COMMISSION

*Posted 12/11/2024*

Abundant Life Church is seeking a conditional use permit to establish an annex facility for their church to host programming for youth and other groups at 216 Capich Drive, Eagle River, per Ordinance Sec. 106-333. Uses permitted by conditional grant. (1) Churches, private clubs, fraternities and lodges except those whose chief activity is a service customarily carried on as a business. The property is described as Parcel 221-962, GL 04, Sect. 27, T40N, R10E, PRT GOVT LOT 4.

The City of Eagle River Planning Commission will hold a public hearing to review the request on **Thursday, January 9, 2025 at 5:00 p.m.** at the Eagle River City Hall, 525 E. Maple Street, Eagle River WI 54521. Comments can be made at the public hearing or by mail to City Administrator, PO. Box 1269, Eagle River, WI 54521; by phone (715) 479-8682 x227 or email [rcginner@eagleriverwi.gov](mailto:rcginner@eagleriverwi.gov). Documents will be available for review at City Hall. PETITIONER, OR THEIR REPRESENTATIVE, SHALL BE PRESENT.





## CITY OF EAGLE RIVER NOTICE OF PUBLIC HEARING

### PROPOSED ORDINANCE NO. 590

### Short-Term Rental Licensing and Operation of a Tourist Rooming House Addition of Article XII to Chapter 106 - Zoning

The City of Eagle River will hold a **public hearing** January 9, 2025 at 5:00PM at Eagle River City Hall, 525 E Maple Street, Eagle River WI to receive comments on the proposed **Ordinance No. 590**, which amends Chapter 106 - Zoning of the City Code. The proposed ordinance introduces **Article XII**, establishing requirements for **short-term rental licensing and operation of tourist rooming houses** within the city limits.

#### Details of the Proposed Ordinance:

**Purpose:** To regulate the operation of short-term rental properties (tourist rooming houses) within the city to ensure compliance with health, safety, and zoning regulations.

- **Key Provisions:**

- Licensing requirements for property owners operating short-term rentals.
- Regulations concerning the operation, occupancy, and management of short-term rentals.
- Procedures for obtaining, renewing, and maintaining short-term rental licenses.
- Penalties for non-compliance with the provisions of this ordinance.

#### How to Participate:

Members of the public are encouraged to attend and provide feedback regarding the proposed ordinance. Written comments may also be submitted to the City Clerk's office at 525 E Maple Street, PO Box 1269, [bbolte@eagleriverwi.gov](mailto:bbolte@eagleriverwi.gov) before the hearing date.

#### For More Information:

For a full text of the proposed ordinance, or for any questions, please contact the City Clerk – Becky Bolte at 715-479-8682 x224, [bbolte@eagleriverwi.gov](mailto:bbolte@eagleriverwi.gov) or visit <https://eagleriverwi.gov> to view a copy of the proposed ordinance.

The Eagle River Planning Commission will consider all public comments before making a final recommendation to the City of Eagle River Common Council on the adoption of the proposed ordinance, scheduled to be presented at the January 14, 2025 Regular Common Council monthly meeting.







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**ORDINANCE 590**  
**Short-Term Rental Licensing**

*Addition of Article XII to Chapter 106-Zoning- Effective 4-30-25*

**106-800 Title and Purpose**

This ordinance is entitled the Short-Term Rental Licensing Ordinance. The purpose of this ordinance is to ensure that the quality and nature of the short-term rentals operating within the City of Eagle River are adequate for protecting public health, safety, and general welfare and to protect the character and stability of neighborhoods within the city.

**106-801 Authority**

The Common Council of the City of Eagle River adopts this ordinance under its City powers authority and §66.1014 of the Wisconsin Statutes.

**106-802 Definitions**

Property Manager means a person who is not the property owner and who provides property management services for one or more short-term rentals and who is authorized to function as the agent of the property owner for the receipt of service of notice of municipal ordinance violations and for service of process pursuant to this ordinance.

Property Owner means the person who owns the residential dwelling that is being rented.

Residential dwelling means any building, structure, or part of the building or structure, which is used or intended to be used as a home, residence, or sleeping place by one or more persons maintaining a common household, to the exclusion of all others.

Short-term rental means a residential dwelling that is offered for rent for a fee and for fewer than 29 consecutive days.

**106-803 Short Term Rental License**

- a) No person may maintain, manage, or operate a short-term rental more than 10 nights each year without a City of Eagle River short-term rental license issued pursuant to this ordinance.

b) Licenses shall be issued using the following procedures:

- 1) All applications for a short-term rental license shall be filed with the City Clerk on the forms provided. Applications must be filed by the Property Owner or Property Manager. No license shall be issued without the completed application form, documentation requested with said application form provided, and payment of the required application fee.
- 2) The City Clerk or designee may issue a short-term rental license to all applicants following receipt of all information and documentation requested by the application.
- 3) A short-term rental license shall be effective for one year and may be renewed for additional one-year periods. A renewal application must be filed with the City Clerk or designee at least 45 days prior to license expiration so that the City Clerk or designee has adequate time to consider the application. The renewal application shall include any updated information from the filing of the original application. An existing license becomes void, and a new application is required any time the ownership of a residential dwelling licensed for short-term rentals changes.
- 4) The Common Council may suspend, revoke, or non-renew a short-term rental license following a hearing if the Council determines that the licensee:
  - i. Failed to comply with any of the requirements of this ordinance
  - ii. Has been convicted or whose Property Manager has been convicted of engaging in illegal activity while on the short-term rental premises on 2 or more separate occasions within the past 12 months.
  - iii. Has outstanding fees, taxes, or forfeitures owed to the City or its entities.
  - iv. After conviction of a third violation of any provision of this ordinance the short-term rental license will be permanently revoked

#### **106-804 Operation of Short-Term Rentals**

- a) Each short-term rental is required to have the following licenses and permits:
  - 1) Proof of licensure from the Vilas County Public Health Department under Chapter 8 of the Vilas County Code or Ordinances or proof of licensure through the State of Wisconsin or its agents under Wis Stats §97.605 or §97.625.
  - 2) Proof of seller's permit and Premier Resort Area Tax (PRAT) registration issued by the Wisconsin Department of Revenue.
  - 3) A City of Eagle River Short-Term Rental License.
- b) All rentals shall be subject to the City of Eagle River Accommodation Tax, Chapter 82, Article II – Accommodations Tax of the Municipal Code. (Room Tax)
  - 1) Failure to pay accommodation tax within thirty (30) days after the due date will result in automatic suspension of the Short-Term Rental License granted by the City of Eagle River.

- c) Each short-term rental shall comply with all of the following requirements:
- 1) Single Family zoned residences cannot be rented out more than once in a seven-day period with the exception of property where the owner is residing on site.
  - 2) No recreational vehicle, camper, tent, or other temporary lodging arrangement shall be permitted on site as a means of providing additional accommodation for paying guests or other invitees.
  - 3) Any outdoor event held at the short-term rental shall last no longer than one day, occurring between the hours of 10am and 11pm. At minimum, a seven consecutive day interval must occur between outdoor events held at the short-term rental unless, in special circumstances, written permission is obtained from the Common Council or City Clerk. Any activities occurring at the short-term rental shall comply with other applicable regulations.
  - 4) A local property management contact, either the Property Owner or an appointed Property Manager, must be on file with the City at all times and must be located within 40 miles of the short-term rental. The Property Owner and/or Property Manager must provide the City with current contact information and must be available 24 hours a day, 7 days a week by telephone. The City Clerk must be notified by telephone or email 24 hours prior to any change in contact information.
  - 5) Each short-term rental shall maintain a register and require all primary registrants to register with their full legal names and addresses. The register shall be kept on file for at least one year from the current licensing period. The register shall also include the time period for the rental and the monetary amount or consideration paid for the rental.
  - 6) No short-term rental house may be served by a sanitary facility which does not meet the requirements of the Wisconsin Administrative Code SPS 383.32.
  - 7) The maximum occupancy of a short-term rental house served by a Private Onsite Wastewater Treatment System (POWTS) shall be limited to the number of occupants for which the POWTS was designed, or the number of occupants authorized by the State of Wisconsin or its agents under Wis. Stats. §97.605 or §97.625, whichever is less.  
*Note: Residential septic systems are considered to be designed to accommodate two (2) occupants per bedroom.*
  - 8) The owner of the short-term rental shall have appropriate residential and/or commercial property and liability insurance for the home that is used for short term rental and provide a certificate of insurance with the license application and renewal. All Property Managers shall carry casualty and liability insurance issued by an insurance company authorized to do business in the State of Wisconsin with liability limits of not less than \$300,000 per individual and \$1,000,000 aggregate.
  - 9) Each short-term rental property shall have adequate off-street parking for those using the property at any given time. Parking on City streets or right-of-way is subject to the parking laws of the City of Eagle River and the State of Wisconsin. A map of the rental property illustrating designated parking spaces shall be provided by the property owner/manager during the application and/or renewal process and at any time there is a change in designated parking.
  - 10) Each short-term rental property shall have an annual fire inspection conducted by the local fire chief or designee.
  - 11) Garbage must be stored in a secured container and properly disposed of on a weekly basis.

- 12) A Code of Conduct, created and maintained by the property owner/manager shall be provided to all renters.
- 13) Compliance with all state, county and local regulations is required.

**106-805 Penalties**

- a) Any property owner who violates any provision of this ordinance may be subject to a forfeiture of \$500.00 plus court costs for each offense.
- b) Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement, or costs whether existing under this ordinance or otherwise.

**106-806 Fees**

- a) Initial and renewal short-term license application fees are determined and set by the City Council and placed City of Eagle River Fee Schedule which may be revised from time to time by the City Council.

**106-807 Severability**

- a) Should any portion of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such a decision shall not affect the validity of any other provisions of this ordinance.

**106-808 Adoption of Ordinance**

- a) This ordinance, adopted by a majority vote of the City Council with a quorum present and voting and proper notice having been given, formally adopts the City of Eagle River Short Term Rental Licensing Ordinance.

All existing short-term rental properties shall have a grace period of 120 (one hundred twenty) days to bring rental properties into compliance with the provisions of this ordinance.

This ordinance shall become effective upon adoption and publication as required under §60.80, Wis. Stat.

Adopted this 14<sup>th</sup> day of January 2025.

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Jeffrey A. Hyslop, Mayor

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Becky J. Bolte, Clerk

Date adopted: \_\_\_\_\_  
Date published: \_\_\_\_\_  
Date effective: \_\_\_\_\_

**Becky Bolte**

---

**From:** carol karabelas <carolkairbnb@gmail.com>  
**Sent:** Tuesday, January 7, 2025 2:24 AM  
**To:** Becky Bolte  
**Subject:** Ordinance 590 rebuttals

614 N Hirzel

# 4 - I would like to give two examples and then give a suggestion. I live 76 miles away. I have support within 5 miles away if immediate assistance is needed at the airbnb (which has never been needed). I have an excellent track record over the past three years of great service for our airbnb guests. There is not a manager available that would take better care of things for the guests, including great attention to detail.

Example from personal experience:

We rented 3 times from Vacasa properties and repeatedly we had unresolved problems. So even if they live within 40 miles that does not guarantee that they are a good manager.

(That is what actually pushed my nephew to get an airbnb - so that we would have a good place to stay).

So how about if a manager lives greater than 40 miles away, they register a contact person within 40 miles of the City that can be contacted in an emergency.

#5 - I do not have access to our airbnb customer's addresses. We only have their name and phone number. They are not required to give it to us.

Airbnb has verified them and has their address and their payment information.

I suspect the only way I would have access to their address is through a Lawyer.

# 12 - Saying a "Code of conduct " is pretty vague.

We have in our airbnb house rules: quiet time 10 pm to 8 am. No events or parties. How am I to know if that satisfies "Code of conduct"?

# 9 - Yes I agree you need adequate off street parking but I do not feel that it is right to tell an airbnb customer that they can not Park on the Street if they want to (where and when it is legal). I feel that is going too far.

\* Ordinance Adj 106-804 (c)(10)

Submitted by,

Audrey Emery  
262-352-9231

Property Manager

**Becky Bolte**

---

520 E Pine

**From:** ric riniker <ricsfarm@yahoo.com>  
**Sent:** Thursday, January 9, 2025 6:31 AM  
**To:** Becky Bolte  
**Subject:** Plan Commission Meeting

This is Ric Riniker, owner of Escape North, LLC  
I operate a TRH at 520 E. Pine St.

**Questions/Comments**

I believe in protecting public health, safety, and general welfare as stated in 106-800. I also feel that if we are going to use and apply such statement, it should apply to all people and all properties, not just TRH.

I have followed all the rules and have been inspected annually by the Villas County Health Department. I find it degrading to our Health Department to re-invent the system.

What problems exist for the need for this proposed license?

Are City services such as Fire, EMT, and Police used more for TRH rentals compared to long term rentals or owner-occupied properties?

Are all problems being associated with TRH being blamed on Eagle River TRH owners?

The local paper published articles of two WI police, who stayed in Conover, that caused problems in Eagle River .

How many more of these situations exist regarding TRH?

Do snowmobilers cause extra expense for the City of Eagle River? If so, what was the budget over-run this past year due to the trails not opening?

What type of added staffing will be required to administer these proposed added rules?

How does a piece of paper called a license correct the problems if problems actually exist?

The Municipality Publication for January 2025 has an article pertaining to Cities state-wide relaxing standards to enhance development. I feel our City of Eagle River is trying to curtail development with this proposal before you tonight.

Insurance limits - Are there any other segments in our Eagle River society, including long term rentals and owner-occupied properties that have minimum insurance limits required?

If I am understanding this proposal correctly, I would not even be able to manage my own property since I reside more than 40 miles away and not in Vilas County. In this day and age, with cell phones and internet, weather 40 or 140, what difference does it make?

Please understand that I am the stakeholder in this property, purchased it in fee simple and thought it came with a bundle of rights.

I am asking you to send unfavorable consideration to the City of Eagle River City Council.

I thank you in advance to the Plan Commission and all involved City staff for your consideration of my questions and comments regarding this matter.

Respectfully submitted,

Ric Riniker

161 River St

**Becky Bolte**

---

**From:** Craig Pivar <craigpivar@gmail.com>  
**Sent:** Thursday, January 9, 2025 4:02 PM  
**To:** Becky Bolte  
**Subject:** Short term rental proposed changes

Hello from Craig and Blanca Pivar. We own and operate a short term rental property in eagle River and are opposed to the proposed regulation that no property can be rented out more than once in a 7 day period. The reason being that it will be much more damaging to our ability to make a living than you might realize. We, and many other owners use Airbnb and Verbo to list our properties for rent. They are a first come first serve system. If a guest books our property first for a 3 or 4 day period, and someone else books after and wants to check in the same day our first guest leaves, we will loose that booking. Even if it's for a much longer period of time. We recently moved here permanently so we could manage our property our self. Blanca has over 20 years experience in property management. While our previous property manager never got us good results with our rental, Blanca was able to book guests almost all season long. We had multiple back to back renters. The area just recently made it legal for three day rentals. To impose this new regulation would make it impossible to make any profit from short term rentals. As much as some people might be against short term rentals in this area, they are actually very necessary. This area has lost most of its on the chain camp grounds and many resorts too. Resorts who think we are taking business away are wrong. We bring more tourists to the area who spend money at local shops, restaurants, grocery stores. Theirs more than enough tourists who come here to fill every resort and rental. The problem is that many resorts have not kept up with the times and are just not competitive. Our rental is well kept, and we don't get complaints from our surrounding neighborhood. Why should we be punished for actions of others.

Sent from my iPad



119 Sherburn

**Becky Bolte**

---

**From:** Cristin Logan <cristinlogan83@gmail.com>  
**Sent:** Thursday, December 19, 2024 3:34 PM  
**To:** Becky Bolte  
**Subject:** Re: PROPOSED CHANGES TO CITY OF EAGLE RIVER SHORT TERM RENTAL REGULATIONS and 4th Qtr Room Tax Reporting Form - 2025 Accommodations Tax Permit Application

I'll have to read this more closely, but we pay county fees plus additional city fees each year to be legal? Marinette county has huge tourism and don't require county or city/village licensing just state requirements. It would be interesting to know why this is all changing or what small groups of people are encouraging this change?

Thank you for sharing this information.

On Thu, Dec 19, 2024 at 3:25 PM Becky Bolte <[bbolte@eagleriverwi.gov](mailto:bbolte@eagleriverwi.gov)> wrote:

*Proposed* fees have been set at \$300 for initial City of Eagle River short term rental license and \$200 annually for renewals.

Kindest Regards,

*Becky J Bolte*

Becky J Bolte, WCMC

Clerk - City of Eagle River

525 E. Maple Street, P.O. Box 1269

Eagle River, WI 54521

[bbolte@eagleriverwi.gov](mailto:bbolte@eagleriverwi.gov)

Office: 715-479-8682, ext. 224

Population 1621

1/6/25 P11

**Becky Bolte**

---

**From:** Tiffany Bolte <[tbolte.townofwashington@gmail.com](mailto:tbolte.townofwashington@gmail.com)>  
**Sent:** Monday, January 6, 2025 5:42 PM  
**To:** Becky Bolte  
**Subject:** Re: Short Term Rental

Hi,

We do not require the owners to provide us a copy of their code of conduct. Our ordinance provides that they have to provide it to the renters, but not to us.

Parking, we do not have a sample. Most owners take a picture of the property and mark on it the designated parking with number of spaces.

Any questions, give me a call.

Thank you,  
Tiffany

On Mon, Jan 6, 2025 at 2:00 PM Becky Bolte <[Bbolte@eagleriverwi.gov](mailto:Bbolte@eagleriverwi.gov)> wrote:

Hi Tif! I hope all is well. Do you have any sample "Code of Conduct" and "parking diagram" examples as required in your Short Term Rental Ordinance that you could forward to me?

Kindest Regards,

*Becky J Bolte*

Becky J Bolte, WCMC

Clerk - City of Eagle River

525 E. Maple Street, P.O. Box 1269

Eagle River, WI 54521

[bbolte@eagleriverwi.gov](mailto:bbolte@eagleriverwi.gov)

Office: 715-479-8682, ext. 224

Population 1621

## Becky Bolte

---

**From:** Cristin Logan <logancristin@yahoo.com>  
**Sent:** Thursday, January 9, 2025 2:00 PM  
**To:** Becky Bolte  
**Subject:** Comments for the proposed ordinance

Dear Becky Bolte,

Would you be able to share this email with the Planning Commission this afternoon? Thank you-

To: Planning Commission

From: Cristin Logan, owner of property at 119 Sherburn Street

I am writing to ask for clarification and share concerns at today's agenda meeting. I hope that our City of Eagle River will not move forward with additional zoning for short-term rentals. As an owner and former resident of Eagle River, our rental has been licensed yearly with the health department and has passed each year's inspections. I feel that most short-term rentals are very well kept and provide many positives to our community. Guests give detailed reviews which means that these short term rentals do stay safe, clean and routine maintenance updates on a weekly basis. This is much safer and appealing to our community compared to some long term rentals and owner occupied homes. Below, I used the numbers from the draft to comment on a few concerns.

- 1) Could you clarify how the once in seven day period is going to be tracked and monitored? Does the guest need to book all seven days or can the guest stay for the weekend and I block the remains days so no additional guests arrive during the time frame? I am not sure how this is a concern/problem. I would need to check with the health department because I don't believe the owner can be onsite while renting and all opened food items must be removed with each new reservation.
- 4) I am available 24/7 by phone, text, and email so my location from the property should not be a concern. While I was living in Eagle River, full time, I traveled a lot with my children's sporting events and was out of town more than 40 miles away each weekend. I am not sure how this ordinance will help our city. I am at our Eagle River property every week even though my address is more than 40 miles away. I know there are businesses on Wall St. that have owners living more than 40 miles away. Do all businesses in the city have managers or employees on file?
- 5) We use Airbnb as our booking platform. They collect guests' legal names and addresses but we as hosts do not have access to that information. It is withheld from us so that we do not contact the guest outside of Airbnb and create sales from outside of this platform. I do have a guest book at the property but many guests do not fill in each line thoroughly.
- 8) Our insurance company is guiding us in the best insurance protection. Is the city involved with long term rental landlords in setting amounts or other city businesses in their insurance coverage?
- 9) Short-term rentals have driveways and our guests use the provided driveway. I do not see other properties disobeying street parking guidelines.
- 10) Does the city fire department also report to addresses outside of the city limits? I don't believe the fire department is doing yearly inspections to the township short term rentals. Did the committee receive and compare the inspection list to the health department yearly list? Many items are a repeat so I wonder if the fire inspection walk through is needed or if so, could be done every 3-5 years instead of yearly since the health department does their walk through each year. I

feel that the safety of long term rentals are just as or more important for the fire district to help support as well not just short term rental guests.

Penalties - Is this amount comparable to other zoning fees in the city? I see that other property owners are not being fined when grass exceeds the maximum length or a resident having shipping containers in their yard for several years. There are a few zoning ordinances that aren't currently being followed so I hope our city will not increase more zoning.

Thank you for taking time to read my thoughts and comments. I hope that this proposed ordinance isn't approved/passed along to the city council.

I truly enjoy our city and continue to support the activities and businesses along with our happy guests that visit Eagle River.

Thank you,

Cristin Logan



## City of Eagle River

### CLIENT LIAISON:

Phil Kriesel  
 Phone: 715-362-3244  
 Cell: 715-482-0238  
 pkriesel@msa-ps.com



### DATE:

January 14, 2024

### **SILVER LAKE ROAD (R00088117)**

Currently plans are developing faster than anticipated. We are working to move the bid date up to February.

Our team is currently evaluating drainage systems and potential treatment solutions to incorporate into the final design. In January, we will deliver preliminary plans for the city's review.

The City of Eagle River was awarded a \$320,971.32 MSID grant from WISDOT for the reconstruction of Silver Lake Road from the intersection of Sheridan Street and Silver Lake Road to the City limits near the swimming beach. Our current estimate for the project is \$641,942.65. The planned project is to include replacement of the pavement and provisions for a sidewalk on the south side of the project. To facilitate the project MSA has provided a design and construction services contract to kick the project off.

City Awards project to MSA	May 2024
30% Review Plan Review with City	December 2024
90% Review Plan Review with City	February 2025
Final Plans Complete	February 2025
Advertise for Bids	March 2025
Bid Opening	March 2025
Construction Begins	Summer 2025
Construction Substantial Completion	September 2025
Construction Final Completion	September 2025

### **E. SPRUCE STREET AND N. THIRD STREET UTILITY IMPROVEMENT PROJECT (R00088116)**

- The storm sewer televising was inconclusive as the televising was not able to get through the bends in the storm sewer near the library.
- MSA has provided a cost comparison between the full Spruce and Third Street project and Third Street only to be discussed by City Staff and Council.
- In October MSA completed an estimate for a scaled-down project focusing solely on Third Street. This adjustment raised questions about the collapsed storm sewer on Spruce Street and whether it would still be addressed under the revised scope. Additionally, the full project plan included deepening the sanitary sewer to extend service further north on Third Street—a benefit that would

be forfeited with the reduced project scope. MSA will continue collaborating with city staff to explore viable options for the city.

- Project is on hold until further notice.
- Plan production 95% complete.
- Specifications 95% complete.
- An updated cost estimate has been forwarded to the city for review.
- Permits 30% complete.
- We continue working to have plans available for the May grant application deadline.

The E. Spruce Street and N. Third Street Utility Improvement Project schedule is as follows:

Contract for design	August 2023 (Complete)
Contract for CDBG grant application	August 2023 (Complete)
Design streets and utilities	Fall and Winter 2023/2024
Apply for CDBG grant	May 2024
Possible Grant award	August 2024
Apply for DNR Safe Drinking Water Loan	June 2024
Apply for DNR Clean Water Fund Loan	September 2024
Finish plans and specification	December 2024
Bid Construction Project	January 2025
Construction Begins	June 2025
Construction Complete	October 2025

Funding for Project:

- CDBG
  - Next available application cycle May 2025
  - Covers two out of every three dollars up to \$1,000,000 maximum award.
  - Most of the project was found to be Community Benefiting and is approved by DOA.
  - Plans and specifications need to be developed prior to the grant application.
  
- DNR
  - Safe Drinking Water Loan Program (Drinking Water)
    - Low interest loan
    - Possible Principal Forgiveness (Grant)
  - Clean Water Loan Fund (Sewer)
    - Low interest loan
    - Possible Principal Forgiveness (Grant)

**NON TID SERVICES (R00088133)**

- This project will be closed.
- 2025 Non TID Services contract will be provided to the City for consideration.

**GIS UPDATE (R00088098)**

The city met with MSA to discuss moving their GIS to ESRI’s new software platform called Experience Builder. The current version called Web AppBuilder will be retiring this year. The city plans to move forward with the upgrade to Experience Builder in 2025. The current GIS apps will continue to work until the upgrade is complete.

---

**WDNR INTENT TO APPLY – CLEAN WATER FUND AND SAFE DRINKING WATER LOAN PROGRAMS**

In October MSA again submitted ITA's for projects the city will consider over the next year. There is no fee for this service. It is important to think about what possible projects could come up in the next year to apply for. This should be looked at like a wish list. Funding changes will happen over the next year, and this is the required first step in using DNR loan and grant programs.

ITA's for the Spruce and Third Street sewer and water project were resubmitted for the City of Eagle River in October.





## Robin Ginner

---

**From:** Phil Kriesel <pkriesel@msa-ps.com>  
**Sent:** Friday, December 20, 2024 10:14 AM  
**To:** Robin Ginner; Mike Sanborn (msanborn@erlw.org)  
**Subject:** 88116 Third and Spruce Cost Comparison  
**Attachments:** Comparison Spruce Third and Third.pdf

Robin and Mike,

The attached cost comparison shows the two projects of Third and Spruce and just Third side by side.

There is a \$1,609,086 difference in total cost between the two projects.

The smaller project loses \$1,007,324 of DNR PF if it is awarded.

Assuming PF is awarded the larger project needs \$601,761 more borrowing.

Assuming DNR loans are available, the city would need to borrow \$59,354 more for the larger project.

Please let me know if you have any questions.

Thanks

Phil



**Phil Kriesel** | Team Leader - Engineering

MSA Professional Services, Inc.

100% Employee Owned

+1 (715) 304-0416



City of Eagle River Project Cost Comparison						
	Full Project Third & Spruce	Annual Payment	Reduced Project Third St Only	Annual Payment	CIPP and Overlay only	Annual Payment
Construction	\$ 3,552,467.00		\$ 2,020,381.00		\$ 982,461.70	
Engineering	\$ 554,000.00		\$ 477,000.00		\$ 98,246.17	
Fees	\$ 148,400.00		\$ 148,400.00		\$ 31,000.00	
<b>Project totals</b>	<b>\$ 4,254,867.00</b>		<b>\$ 2,645,781.00</b>		<b>\$ 1,111,707.87</b>	
<b>GRANT Funding</b>						
CDBG	\$ 1,000,000.00		\$ 1,000,000.00		\$ -	
SDWLP PF 65%	\$ 883,976.00		\$ 278,639.04		\$ -	
CWF PF 65%	\$ 1,114,159.00		\$ 712,171.04		\$ -	
<b>Total funding</b>	<b>\$ 2,998,135.00</b>		<b>\$ 1,990,810.08</b>		<b>\$ -</b>	
<b>Remainder to borrow</b>	<b>\$ 1,256,732.00</b>		<b>\$ 654,970.92</b>		<b>\$ 1,111,711.50</b>	
<b>Subsidized Loans 1.32% @ 20 years</b>						
SDWLP	\$ 475,987.00	\$ 27,235.00	\$ 150,036.00	\$ 8,585.00		
CWF	\$ 599,932.00	\$ 34,327.00	\$ 383,476.00	\$ 21,942.00	\$ 876,054.00	\$ 50,126.00
<b>Unsubsidized loan 7.0%</b>						
City Loan	\$ 180,813.00	\$ 17,067.00	\$ 121,458.92	\$ 11,464.00	\$ 235,657.50	\$ 22,244.00
<b>Annual total debt payment 20-yr Term**</b>		<b>\$ 78,629.00</b>		<b>\$ 41,991.00</b>		<b>\$ 72,370.00</b>

City of Eagle River Project Cost Comparison <i>Without Principal Forgiveness</i>						
	Full Project Third & Spruce	Annual Payment	Reduced Project Third St Only	Annual Payment	CIPP and Overlay only	Annual Payment
Construction	\$ 3,552,467.00		\$ 2,020,381.00		\$ 982,461.70	
Engineering	\$ 554,000.00		\$ 477,000.00		\$ 98,246.17	
Fees	\$ 148,400.00		\$ 148,400.00		\$ 31,000.00	
<b>Project totals</b>	<b>\$ 4,254,867.00</b>		<b>\$ 2,645,781.00</b>		<b>\$ 1,111,707.87</b>	
<b>GRANT Funding</b>						
CDBG	\$ 1,000,000.00		\$ 1,000,000.00		\$ -	
SDWLP PF 65%					\$ -	
CWF PF 65%					\$ -	
<b>Total funding</b>	<b>\$ 1,000,000.00</b>		<b>\$ 1,000,000.00</b>		<b>\$ -</b>	
<b>Remainder to borrow</b>	<b>\$ 3,254,867.00</b>		<b>\$ 1,645,781.00</b>		<b>\$ 1,111,711.50</b>	
<b>Subsidized Loans 1.386% @ 30 years</b>						
SDWLP	\$ 1,359,963.00	\$ 55,717.00	\$ 428,675.04	\$ 17,562.00		
CWF	\$ 1,714,091.00	\$ 70,225.00	\$ 1,095,647.04	\$ 44,888.00	\$ 876,054.00	\$ 35,891.00
<b>Unsubsidized loan 7.0%</b>						
City Loan	\$ 180,813.00	\$ 17,067.00	\$ 121,458.92	\$ 11,464.00	\$ 235,657.50	\$ 22,244.00
<b>Annual total debt payment 30-yr Term**</b>		<b>\$ 143,009.00</b>		<b>\$ 73,914.00</b>		<b>\$ 58,135.00</b>

Based on estimates dated 10-21-24, 7-31-23 and 1/7/25

# Utility Information

Spruce/Third Project – 2025

	SANITARY	STORM	WATER	NOTES
<b>SPRUCE STREET</b>	Age: 40+ years	Age: 40+ years (has been replaced from Main to Railroad, but not from Main east)	Age: 1935	Storm: I'm not seeing a collapse of the storm sewer on the televising. Some of the catch basin lines are in bad shape, and there are definite breaks and cracks in the storm main, but no collapse
<b>Main to First</b>	About 25' of PVC from the intersection of Main & Spruce, remainder is Clay Pipe.	CBs are concrete, storm main is a combination of concrete & PVC Pipe	4" Water Main – DNR would like to see this upsized. They are always pushing to replace 4".	Storm Sewer: Broken 89' from 1 <sup>st</sup> Street; Cannot televise 8' from Main Street- there is a bend in the line they can't navigate w/the camera.
<b>First to Second</b>	Clay Pipe	CBs are concrete, storm main is a combination of concrete & PVC Pipe. A section has been repaired and lined.	6" Cast Iron.	<u>Sanitary Sewer</u> : Massive root ball at Spruce & First <u>Storm Sewer</u> : Broken 20' from 2 <sup>nd</sup> St; 166.8' from 1 <sup>st</sup> Street. Other cracks. At 244.5' the images show something in the middle of the pipe, but it's not noted on the televising report.
<b>Second to Third</b>	Clay Pipe	CBs are concrete, storm main is a combination of concrete & PVC Pipe	No watermain in this block.	
<b>Third to Forth</b>	Short section (approx. 5') of PVC mid-block, otherwise Clay Pipe	CBs are concrete, storm main is a combination of concrete & PVC Pipe	Replaced in 2015. No need to replace in this block except for some work in Fourth St. intersection.	
<b>THIRD STREET</b>	Age: 40+ years	Age: 40+ years	Age: 1935	
<b>Division to Spruce</b>	Clay Pipe	CBs and storm main are reinforced concrete		
<b>Spruce to Maple</b>	Clay Pipe	CBs and storm main are reinforced concrete	Some water service freeze-ups over the years. No main breaks in last 30+ years.	
<b>Maple to Sheridan</b>	Clay Pipe		Some water service freeze-ups over the years. No main breaks in the last 30+ years.	<u>Sanitary Sewer</u> : Significant root intrusion in the sewer. Requires consistent attention by DPW to keep it clear.



**CITY OF EAGLE RIVER - SANITARY SEWER LINING**

**Manhole to Manhole CIPP Lining**

Street Name	MH to MH Segment	Footage	Diameter
N. 1st St.	48 to 47	257.8'	8"
N. 1st St.	41 to 16	365.7'	8"
N. 2nd St.	40 to 20	371.4'	8"
N. 2nd St.	54 to 53	356.1'	8"
S. 2nd St.	146 to 191	305'	8"
S. 2nd St.	171 to 191	201.3'	8"
N. 3rd St.	122 to 21	116.8'	8"
N. 3rd St.	22 to 21	235.7'	8"
N. 3rd St.	39 to 23	350.4'	8"
N. 3rd St.	56 to 39	113.5'	8"
4th St.	151 to 152	290'	8"
N. Birch St.	45 to 9	348.5'	8"
N. Birch St.	46A to 45	402.6'	8"
Forrest St.	211 to 223	347.8'	8"
Hirzel St.	83 to 82	311.2'	8"
Hirzel St.	84 to 85	624.8'	8"
N. Main St.	43 to 7	380.8'	8"
N. Main St.	46 to 43	333.2'	8"
N. Main St.	6 to 7	342.1'	8"
Maple St.	38 to 39	259.1'	8"
E. Maple St.	37 to 36	133.3'	8"
E. Spruce St.	16 to 7	363.9'	8"
E. Spruce St.	20 to 16	281.2'	8"
E. Spruce St.	23 to 20	371.7'	8"
E. Spruce St.	27 to 26	129'	8"
USH 45	229 to 228	207.2'	8"

**Budgetary Numbers Only:**

Average cost per foot = \$30.00

6,280' of 8" x 30.00 = \$188,400

Excludes - mobilizations, lateral reinstatements, prep clean, pre & post CCTV.



# STORMWATER ASSET COMPLETION REPORT

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## PREPARED FOR:

City of Eagle River  
2024 Storm Sewer Clean | CCTV

12.02.2024

**AQUALIS**<sup>®</sup>  
Formerly Northern Pipe, Inc.

[aqualisco.com](https://aqualisco.com) | 920.754.3216





Formerly Northern Pipe, Inc.

2094 County Road QQ  
Green Bay, Wisconsin 54311  
(920) 754-3216  
www.aqualisco.com

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Formerly Northern Pipe, Inc.

**2094 County Road QQ**  
 Green Bay, Wisconsin 54311  
 (920) 754-3216  
 www.aqualisco.com

## NASSCO Grading Comparison

Inspection Name	Structural			O & M			Combined		
	Quick	Rating	Index	Quick	Rating	Index	Quick	Rating	Index
N Third St CB 77-CB 78A	0000	0	0.0	5621	32	4.6	5621	32	4.6
E Spruce St MH 1-MH 2	5142	157	3.1	2100	2	2.0	5142	159	3.1
N Third St CB 87-CB 80	4A00	40	4.0	0000	0	0.0	4A00	40	4.0
E Spruce St CB 37-CB 30	4200	8	4.0	0000	0	0.0	4200	8	4.0
E Spruce St MH 2-MH 3	4131	157	3.0	311F	38	1.1	4131	195	2.2
E Spruce St CB 52-MH 3	4100	4	4.0	0000	0	0.0	4100	4	4.0
E Spruce St MH 2-MH 3	0000	0	0.0	4100	4	4.0	4100	4	4.0
N Third St CB 78A-CB 80	0000	0	0.0	3111	4	2.0	3111	4	2.0
N Third St CB 79-CB 78A	0000	0	0.0	3100	3	3.0	3100	3	3.0
E Spruce St CB 36-CB 37	2200	4	2.0	0000	0	0.0	2200	4	2.0
E Spruce St CB 31-MH 1	0000	0	0.0	2100	2	2.0	2100	2	2.0
E Spruce St CB 30-CB 31	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 32-MH 1	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 33-MH 1	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 27-MH 2	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 26-MH 2	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 20-MH 2	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 6-CB 7	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 7-MH 3	0000	0	0.0	0000	0	0.0	0000	0	0.0
E Spruce St CB 51-MH 3	0000	0	0.0	0000	0	0.0	0000	0	0.0
N Third St CB 44-CB 77	0000	0	0.0	0000	0	0.0	0000	0	0.0



## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

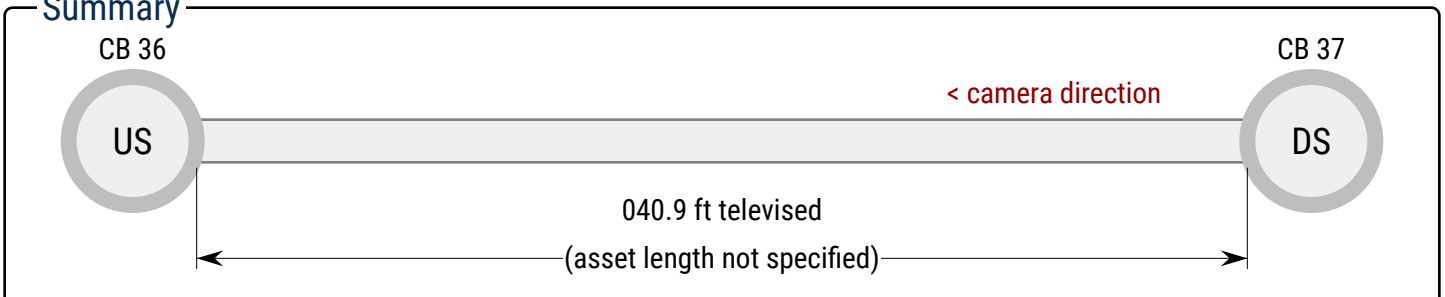
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="2200"/>	<input type="text" value="0000"/>	<input type="text" value="2200"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="4"/>
Rating Index:	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="2"/>
Consequence of Failure:	<input type="text"/>		

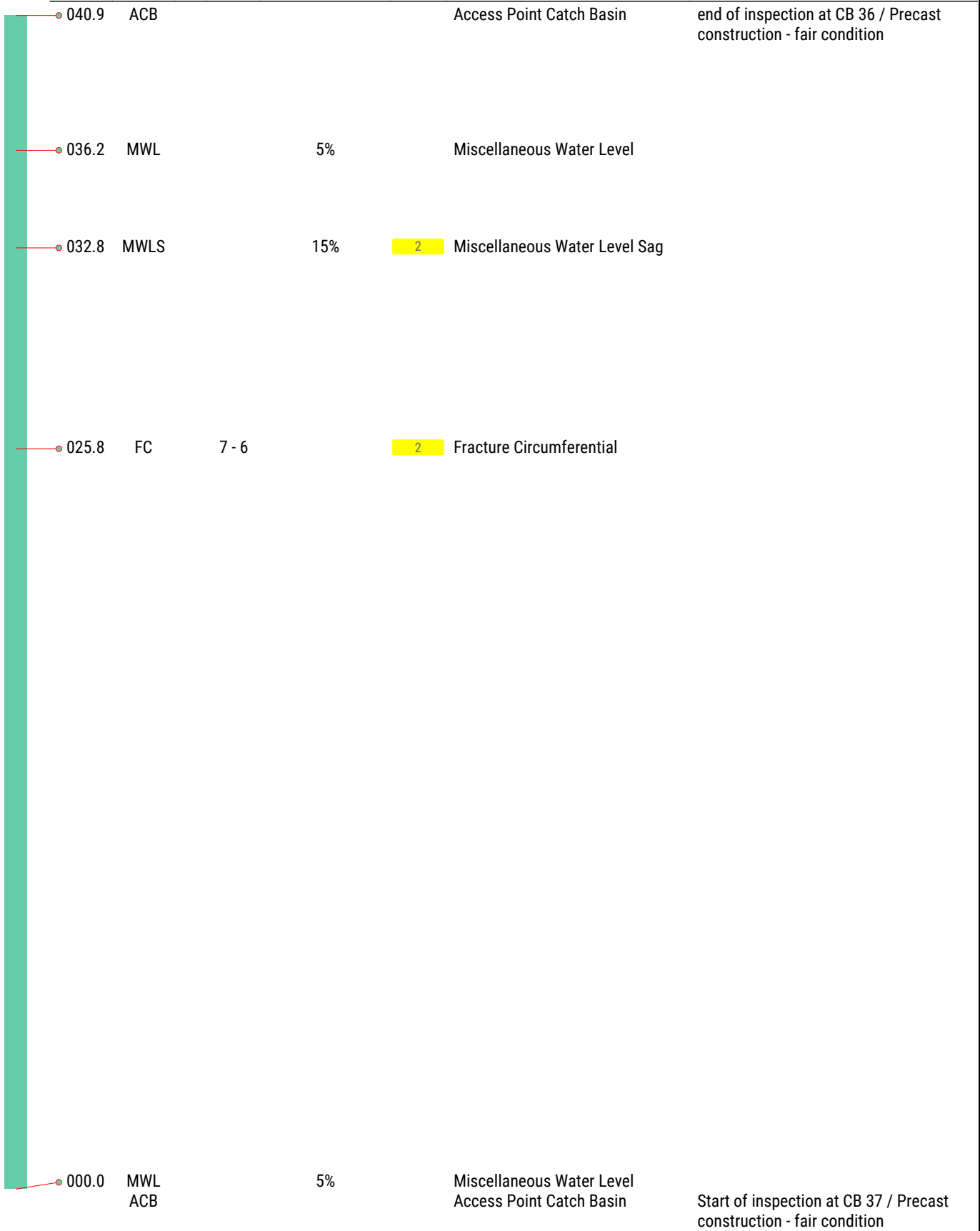
## Summary



# Observations

CB 36

Feet	Code		Clock	Value	Grade	Description	Remarks
------	------	--	-------	-------	-------	-------------	---------



< MWJf

camera direction >

CB 37

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

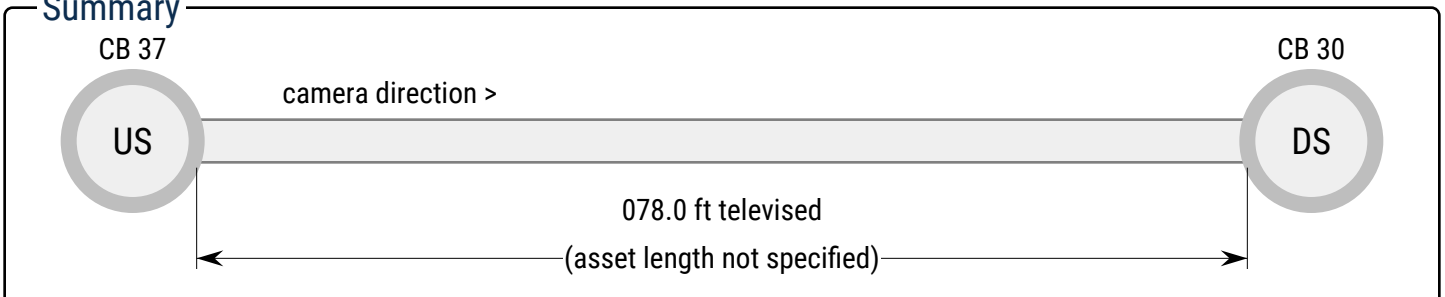
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="4200"/>	<input type="text" value="0000"/>	<input type="text" value="4200"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="8"/>	<input type="text" value="0"/>	<input type="text" value="8"/>
Rating Index:	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="4"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 37

camera direction >

flow >

Feet	Code	Clock	Value	Grade	Description	Remarks
000.0	ACB				Access Point Catch Basin	Start of inspection at CB 37 / Precast construction - fair condition
	MWL		5%		Miscellaneous Water Level	
021.8	B	6 - 5		4	Broken	
043.4	H	7 - 8		4	Hole	
078.0	ACB				Access Point Catch Basin	end of inspection at CB 30 / Precast construction - fair condition

CB 30

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

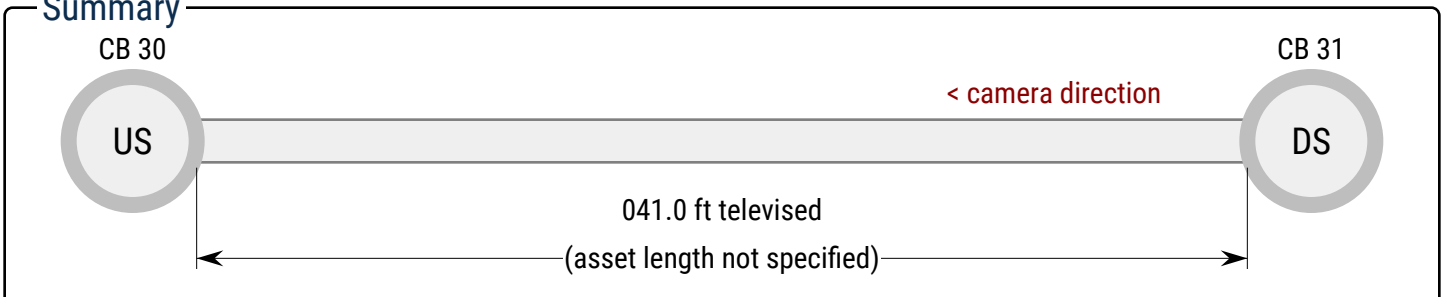
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary





# Observations

CB 30

Feet	Code		Clock	Value	Grade	Description	Remarks
------	------	---	-------	-------	-------	-------------	---------

041.0	ACB					Access Point Catch Basin	End of inspection at CB 30 / Precast construction - fair condition
-------	-----	--	--	--	--	--------------------------	--

< W01j

camera direction >

000.0	MWL ACB			5%		Miscellaneous Water Level Access Point Catch Basin	Start of inspection at CB 31 / Precast construction - fair condition
-------	------------	--	--	----	--	---	--

CB 31

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

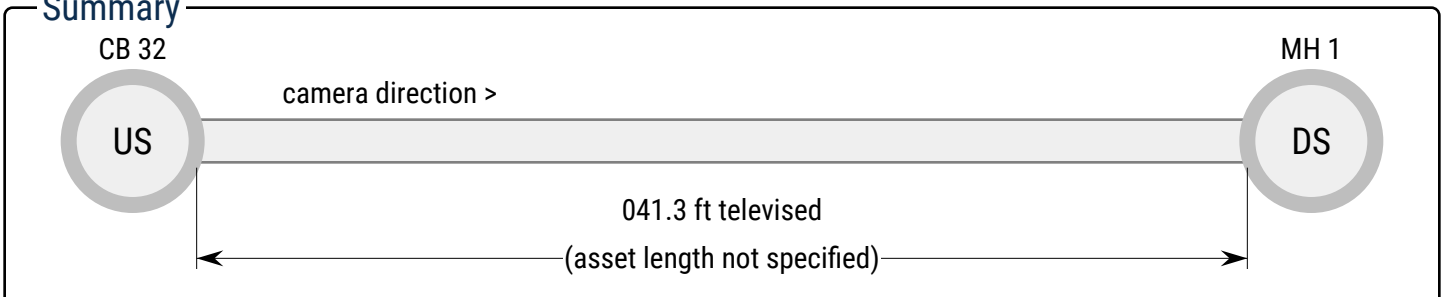
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 32

camera direction >

flow >

Feet	Code	Clock	Value	Grade	Description	Remarks
------	------	-------	-------	-------	-------------	---------

000.0	ACB				Access Point Catch Basin	Start of inspection at CB 32 / Precast construction - fair condition
	MWL		5%		Miscellaneous Water Level	

041.3 AMH  
MH 1

Access Point Manhole

end of inspection at MH 1 / brick construction - poor condition - MH under asphalt - cannot open

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

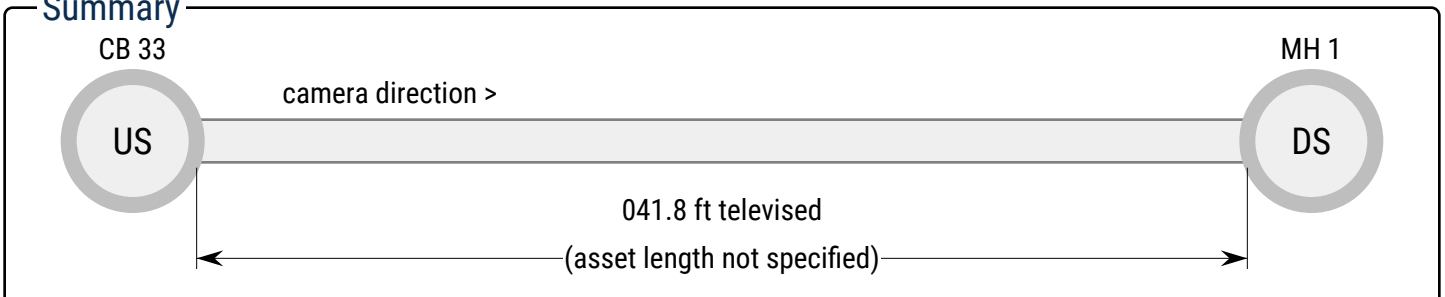
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 33

camera direction >

flow >

Feet	Code		Clock	Value	Grade	Description	Remarks
------	------	---	-------	-------	-------	-------------	---------

000.0	ACB					Access Point Catch Basin	Start of inspection at CB 33 / Precast construction - Fair
-------	-----	--	--	--	--	--------------------------	--

	MWL			5%		Miscellaneous Water Level	
--	-----	--	--	----	--	---------------------------	--

041.8	AMH					Access Point Manhole	end of inspection at MH 1 / brick construction - poor condition - MH under asphalt - cannot open
-------	-----	--	--	--	--	----------------------	--

MH 1

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

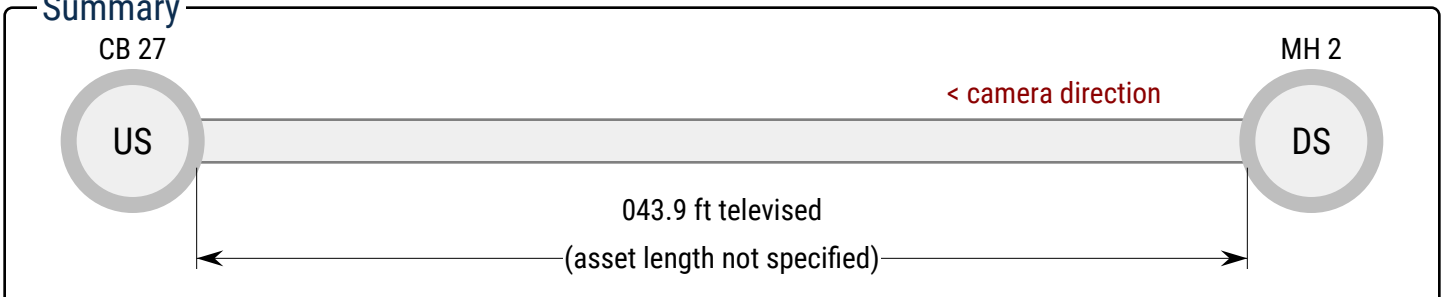
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 27



## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

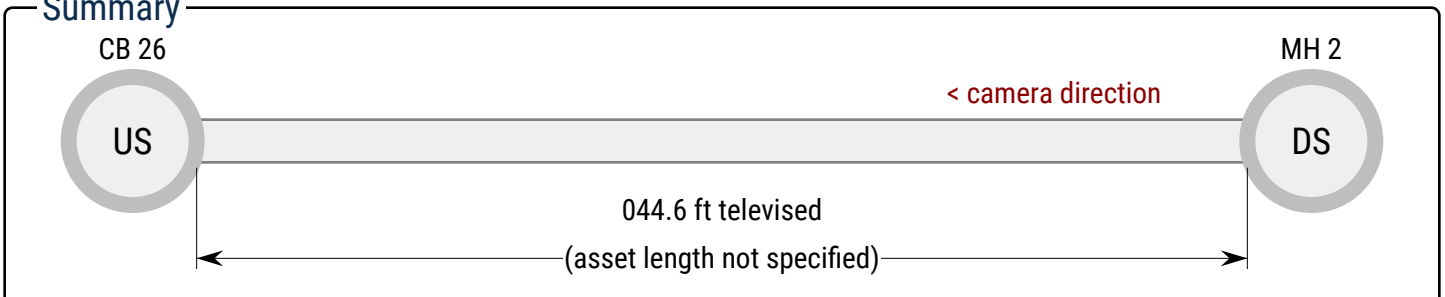
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary





# Observations

CB 26



### Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

### Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

### Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

### Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

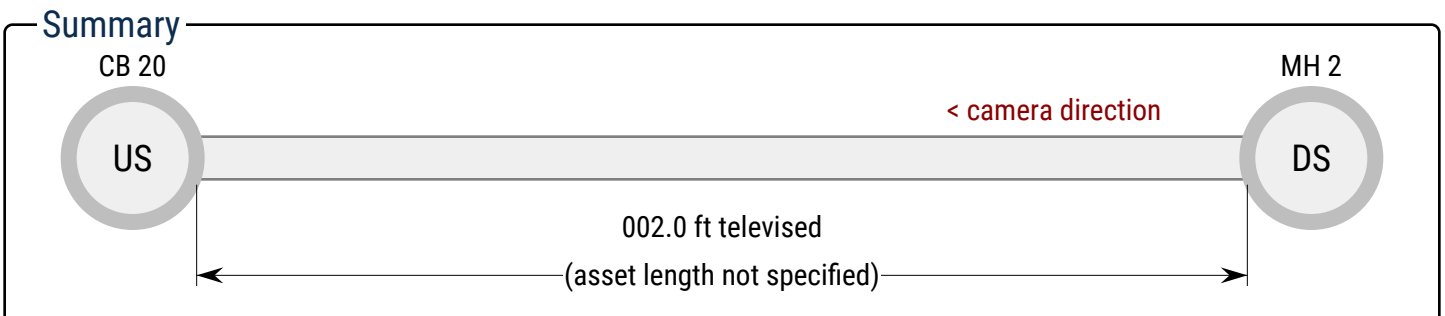
GPS Accuracy:

Location Code:

Location Details:

### Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

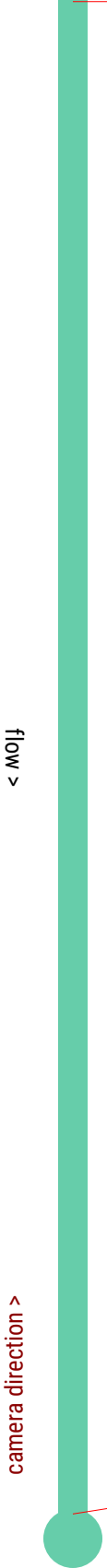


# Observations

CB 20

Feet	Code		Clock	Value	Grade	Description	Remarks
------	------	---	-------	-------	-------	-------------	---------

002.0	MSA					Miscellaneous Survey Abandoned	do not have 6 inch crawler - end of inspection
-------	-----	--	--	--	--	--------------------------------	--



000.0	MWL AMH			5%		Miscellaneous Water Level Access Point Manhole	Start of inspection at MH 2 / Precast construction - good condition
-------	------------	--	--	----	--	---	--

MH 2

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

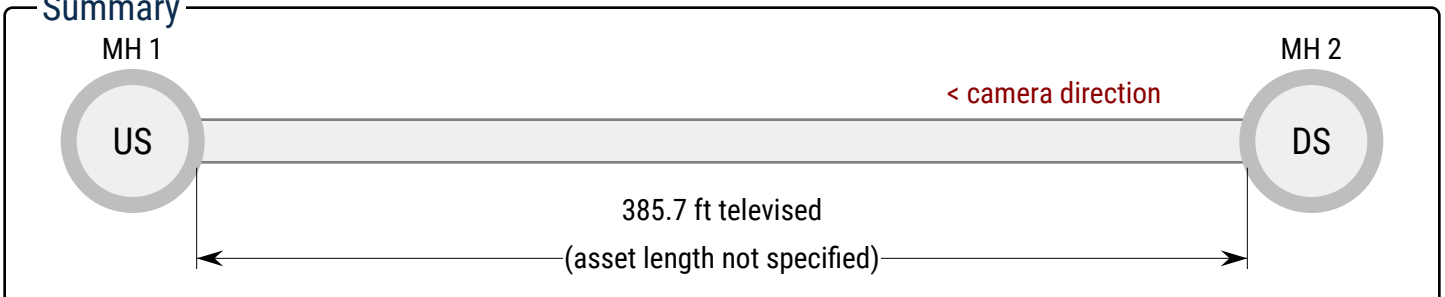
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="5142"/>	<input type="text" value="2100"/>	<input type="text" value="5142"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="157"/>	<input type="text" value="2"/>	<input type="text" value="159"/>
Rating Index:	<input type="text" value="3.1"/>	<input type="text" value="2"/>	<input type="text" value="3.1"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

MH 1

Feet	Code	🔗	Clock	Value	Grade	Description	Remarks
385.7	AMH					Access Point Manhole	End of inspection at MH 1 / Brick construction - Poor condition - MH under Asphalt - can not open
376.4	B	04	11 - 3		x2	Broken	Defect ends
364.4	B	04	11 - 3		4	Broken	Defect starts
326.8	DAE		7 - 8	5%	2	Deposits Attached Encrustation	
265.8	RPR	03				Repair Point Pipe Replaced	replacement ends
260.9	RPR	03				Repair Point Pipe Replaced	replaced with PVC
260.0	CM	01	7 - 5		x48	Crack Multiple	Defect Ends
254.6	TF		3	6 in		Tap Factory	
244.5	TF		9	6 in		Tap Factory	
166.8	BSV		7 - 9		5	Broken Soil Visible	
140.1	TSC		9	6 in		Tap Saddle Capped	
124.9	RPR	02				Repair Point Pipe Replaced	Replacement ends
110.1	RPR	02				Repair Point Pipe Replaced	Replaced with Concrete
074.1	TFC		3	6 in		Tap Factory Capped	
021.4	CM	01	7 - 5		3	Crack Multiple	Defect starts
006.0	MMC					Miscellaneous Material Change	pipe changes to VCP
000.0	MWL			5%		Miscellaneous Water Level	
	AMH					Access Point Manhole	Start of inspection at MH 2 / Precast construction - good condition

< MOJf

camera direction >

MH 2

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

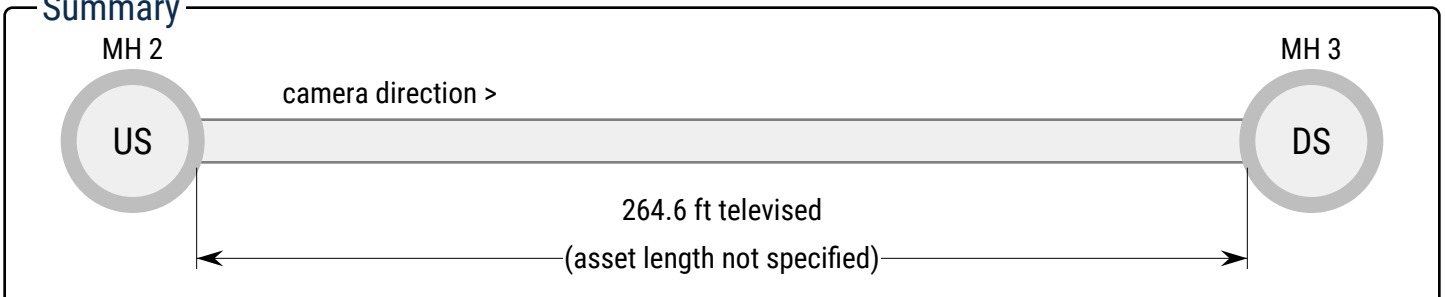
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="413I"/>	<input type="text" value="311F"/>	<input type="text" value="413I"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="157"/>	<input type="text" value="38"/>	<input type="text" value="195"/>
Rating Index:	<input type="text" value="3"/>	<input type="text" value="1.1"/>	<input type="text" value="2.2"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

MH 2

camera direction >

flow >

Feet	Code	🔗	Clock	Value	Grade	Description	Remarks
000.0	AMH					Access Point Manhole	Start of inspection at MH 2 / Precast construction - good condition
008.0	MWL			5%		Miscellaneous Water Level	
008.0	MMC					Miscellaneous Material Change	pipe changes to VCP
022.0	CM	01	7 - 5		3	Crack Multiple	defect starts
022.0	RPR	03				Repair Point Pipe Replaced	Replaced with concrete
034.9	RPR	03				Repair Point Pipe Replaced	Replacement ends
049.4	RPR	04				Repair Point Pipe Replaced	Replaced with concrete
059.7	RPR	04				Repair Point Pipe Replaced	Replacement ends
068.4	RFJ	02	7 - 5		1	Roots Fine Joint	Defect starts
089.0	B		1 - 12		4	Broken	
107.4	TS		9	4 in		Tap Saddle	
133.9	RPP		10 - 2			Point Repair Patch	Patched with VCP
165.9	TSI		9	6 in   1 in	3	Tap Saddle Intruding	
167.1	RPR	05				Repair Point Pipe Replaced	Replaced with concrete
171.9	RPR	05				Repair Point Pipe Replaced	Replacement ends
238.9	RFJ	02	7 - 5		x34	Roots Fine Joint	Defect ENDS
251.5	TFC		9	6 in		Tap Factory Capped	
263.3	LL			10%	1	Alignment Left	
264.6	CM	01	7 - 5		x51	Crack Multiple	defect ends
264.6	MSA					Miscellaneous Survey Abandoned	Camera will not pass bend in line - will attempt reversal

MH 3

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

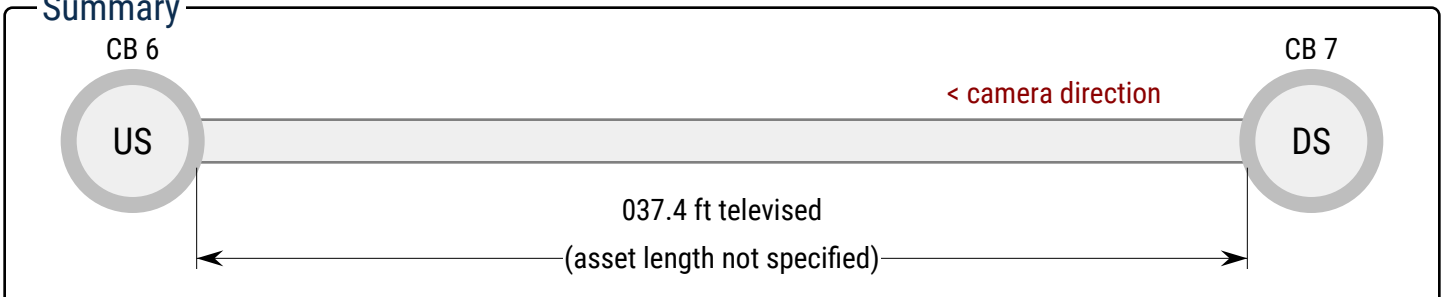
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary





# Observations

CB 6

Feet	Code		Clock	Value	Grade	Description	Remarks
------	------	---	-------	-------	-------	-------------	---------

037.4	ACB					Access Point Catch Basin	End of inspection at CB 6 / Precast construction - good condition
-------	-----	--	--	--	--	--------------------------	---

< MOJf

camera direction >

000.0	MWL ACB			5%		Miscellaneous Water Level Access Point Catch Basin	Start of inspection at CB 7 / Precast construction - good condition
-------	------------	--	--	----	--	---	---

CB 7

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

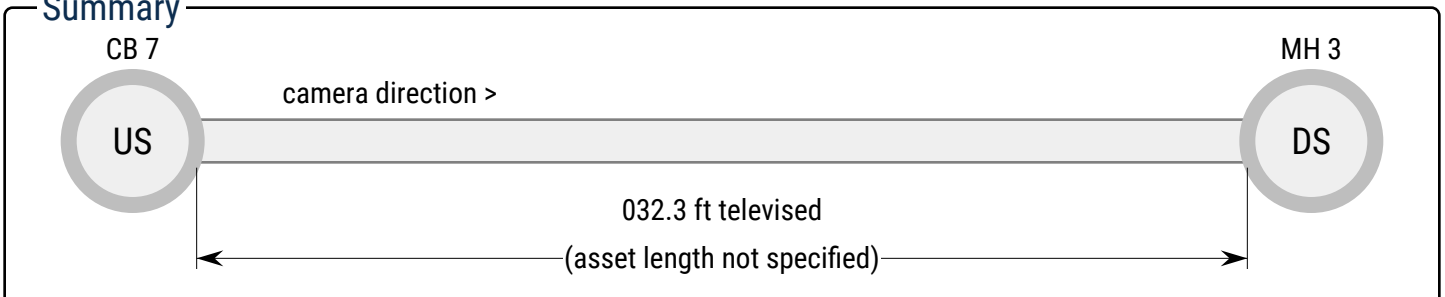
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 7

camera direction >

flow >

Feet	Code	🔗	Clock	Value	Grade	Description	Remarks
------	------	---	-------	-------	-------	-------------	---------

000.0	ACB					Access Point Catch Basin	Start of inspection at CB 7 / Precast construction - good condition
-------	-----	--	--	--	--	--------------------------	---

	MWL			5%		Miscellaneous Water Level	
--	-----	--	--	----	--	---------------------------	--



032.3	AMH					Access Point Manhole	End of inspection at MH 3 / Precast construction - good condition
-------	-----	--	--	--	--	----------------------	---

MH 3

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

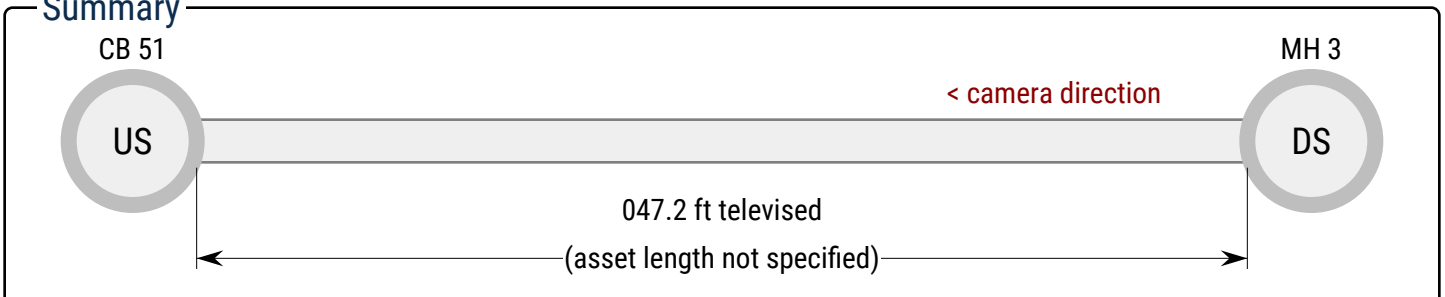
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

## Summary

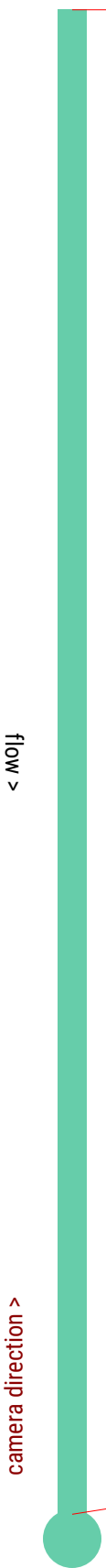


# Observations

CB 51

Feet	Code		Clock	Value	Grade	Description	Remarks
------	------	---	-------	-------	-------	-------------	---------

047.2	ACB					Access Point Catch Basin	End of inspection at CB 51 / Precast construction - good condition
-------	-----	--	--	--	--	--------------------------	--



000.0	MWL AMH			5%		Miscellaneous Water Level Access Point Manhole	Start of inspection at MH 3 / Precast construction - good condition
-------	------------	--	--	----	--	---	---

MH 3

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

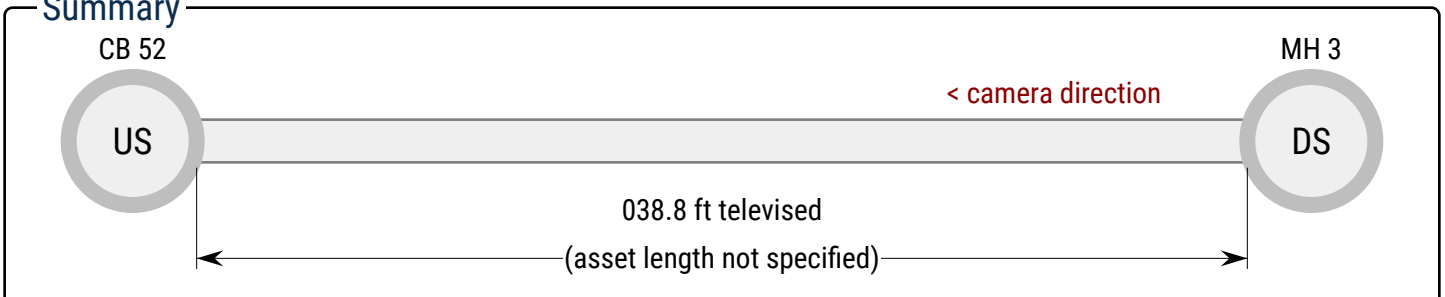
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="4100"/>	<input type="text" value="0000"/>	<input type="text" value="4100"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="4"/>
Rating Index:	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="4"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 52

Feet	Code	Clock	Value	Grade	Description	Remarks
------	------	-------	-------	-------	-------------	---------

038.8	ACB				Access Point Catch Basin	End of inspection at CB 52 / Precast construction - good condition
-------	-----	--	--	--	--------------------------	--

021.7	SRV	8 - 10		4	Surface Damage Reinforcement Visible	
-------	-----	--------	--	---	--------------------------------------	--

000.0	MWL AMH		5%		Miscellaneous Water Level Access Point Manhole	Start of inspection at MH 3 / Precast construction - good condition
-------	---------	--	----	--	--	---

< MOJf

camera direction >

MH 3

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

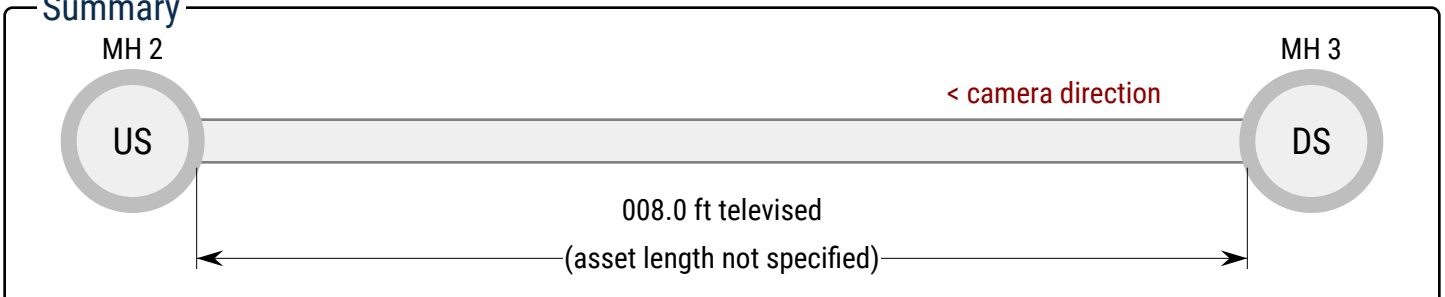
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="4100"/>	<input type="text" value="4100"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="4"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="4"/>
Consequence of Failure:	<input type="text"/>		

## Summary



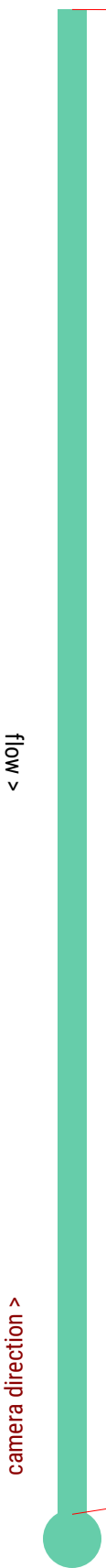


# Observations

MH 2

Feet	Code	Clock	Value	Grade	Description	Remarks
------	------	-------	-------	-------	-------------	---------

008.0	MSA				Miscellaneous Survey Abandoned	camera will not make bend in pipe - end of inspection
	LL		35%	4	Alignment Left	



000.0	MWL AMH		5%		Miscellaneous Water Level Access Point Manhole	Start of inspection at MH 3 / Precast construction - good condition
-------	---------	--	----	--	--	---

MH 3

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

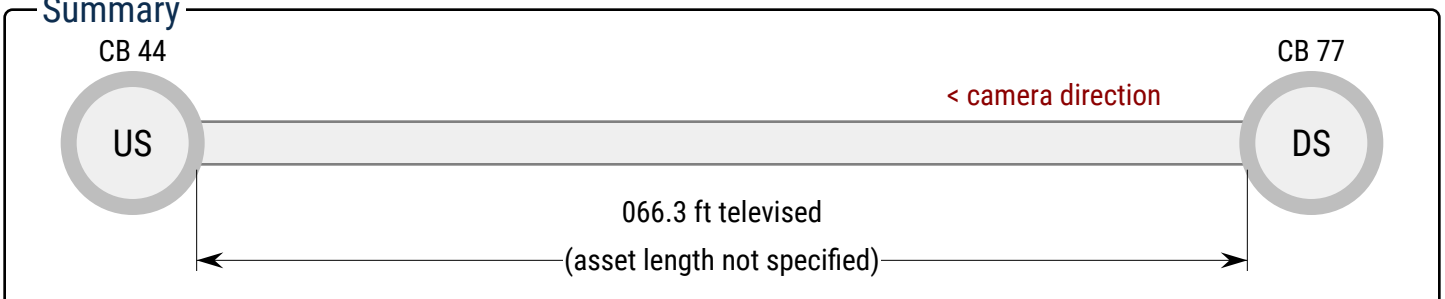
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="0000"/>	<input type="text" value="0000"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Consequence of Failure:	<input type="text"/>		

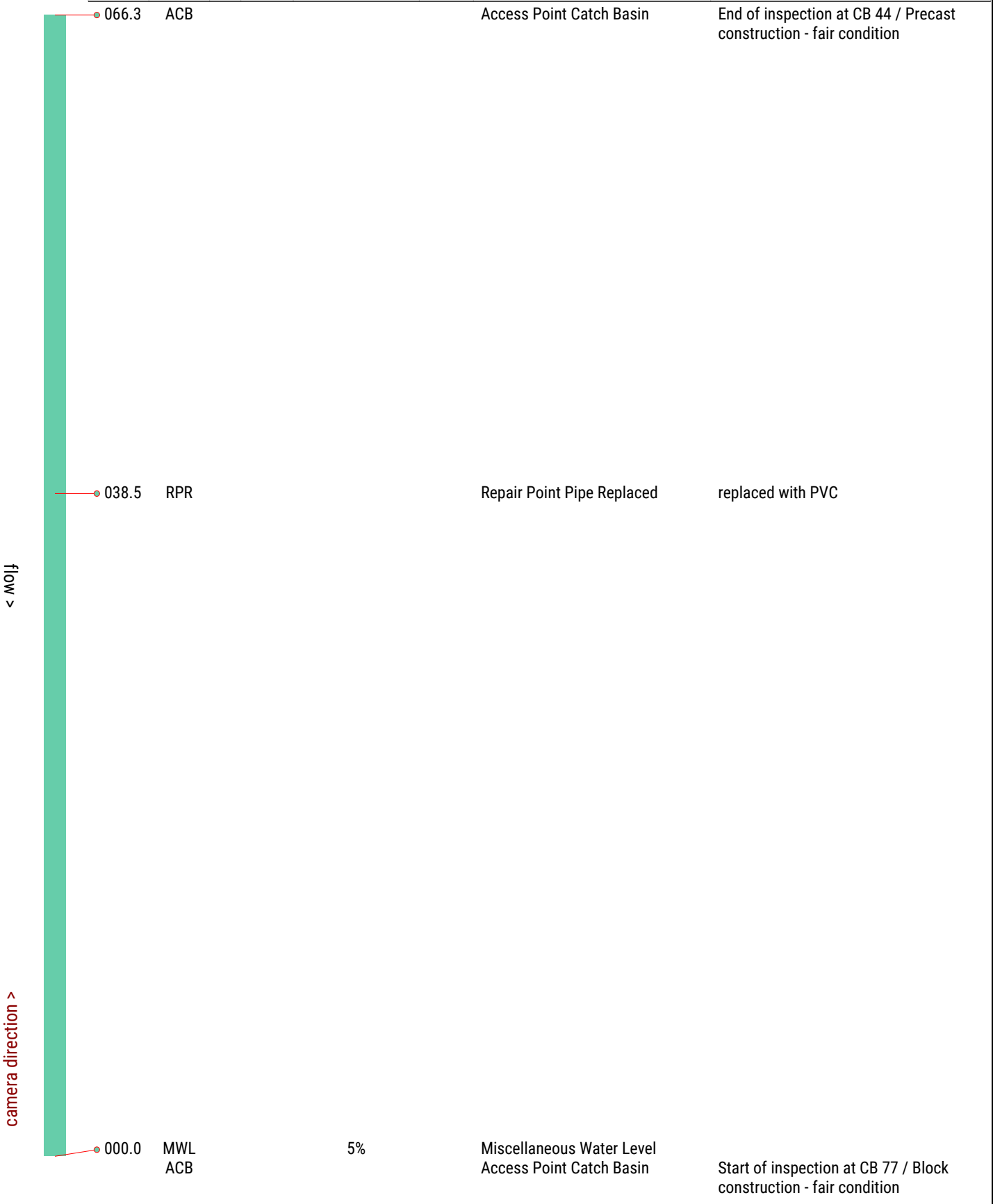
## Summary



# Observations

CB 44

Feet	Code	Clock	Value	Grade	Description	Remarks
------	------	-------	-------	-------	-------------	---------



CB 77

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

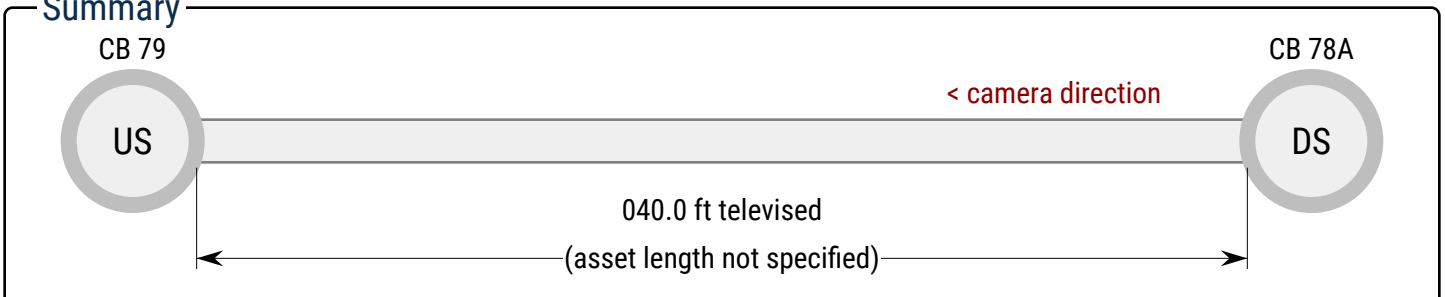
Location Code:

Location Details:

## Ratings



	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="3100"/>	<input type="text" value="3100"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="3"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="3"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 79

Feet	Code		Clock	Value	Grade	Description	Remarks
040.0	ACB					Access Point Catch Basin	End of inspection at CB 79 / Precast construction - fair condition
036.3	RMJ		4 - 8	35%		Roots Medium Joint	
000.0	MWL ACB			5%		Miscellaneous Water Level Access Point Catch Basin	Start of inspection at CB 78A / Block construction - fair condition

< MOJf

camera direction >

CB 78A

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

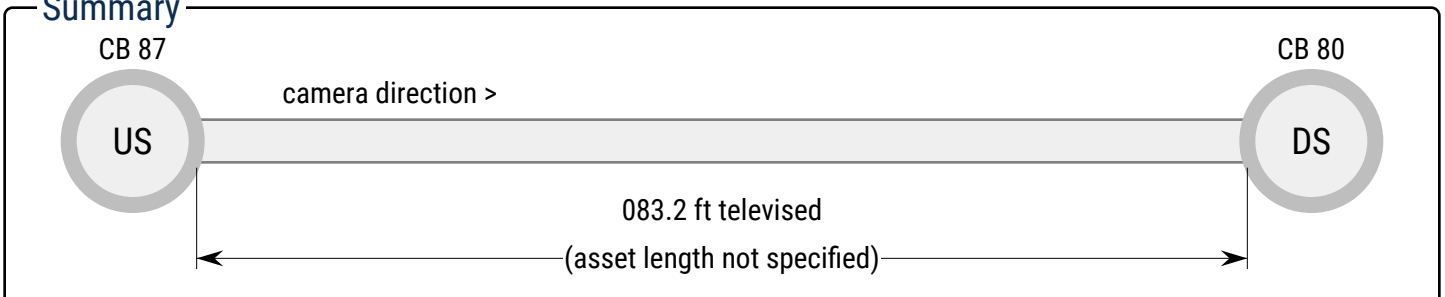
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="4A00"/>	<input type="text" value="0000"/>	<input type="text" value="4A00"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="40"/>	<input type="text" value="0"/>	<input type="text" value="40"/>
Rating Index:	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="4"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 87

camera direction >

flow >

Feet	Code		Clock	Value	Grade	Description	Remarks
000.0	ACB					Access Point Catch Basin	Start of inspection at CB 87 / Precast construction - fair condition
	MWL			5%		Miscellaneous Water Level	
027.8	B		7 - 11			Broken	
040.3	FM		7 - 5			Fracture Multiple	Defect starts
083.2	FM ACB		7 - 5			Fracture Multiple Access Point Catch Basin	Defect ends Start of inspection at CB 80 / Precast construction - fair condition

CB 80

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

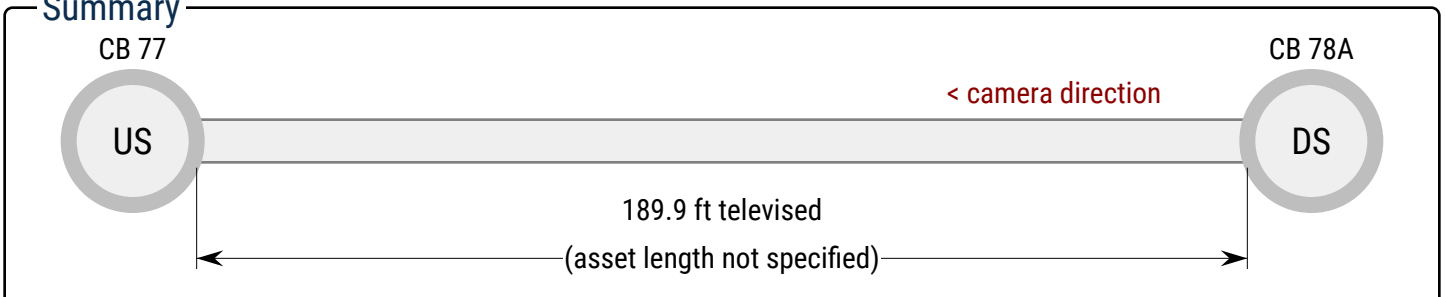
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="5621"/>	<input type="text" value="5621"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="32"/>	<input type="text" value="32"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="4.6"/>	<input type="text" value="4.6"/>
Consequence of Failure:	<input type="text"/>		

## Summary





# Observations

CB 77

	Feet	Code	🔗	Clock	Value	Grade	Description	Remarks
	189.9	ACB					Access Point Catch Basin	End of inspection at CB 77 / Block construction - fair condition - CB 78 does not exist
	114.5	OBI	01	12	5%	x6	Obstruction Intruding Through Wall	defect ends
	106.8	TSI		9	4 in   1 in	2	Tap Saddle Intruding	
	084.4	OBI	01	12	5%	5	Obstruction Intruding Through Wall	defect wanders
	000.0	MWL ACB			5%		Miscellaneous Water Level Access Point Catch Basin	Start of inspection at CB 78A / Block construction - fair condition

< MOJf

camera direction >

CB 78A

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

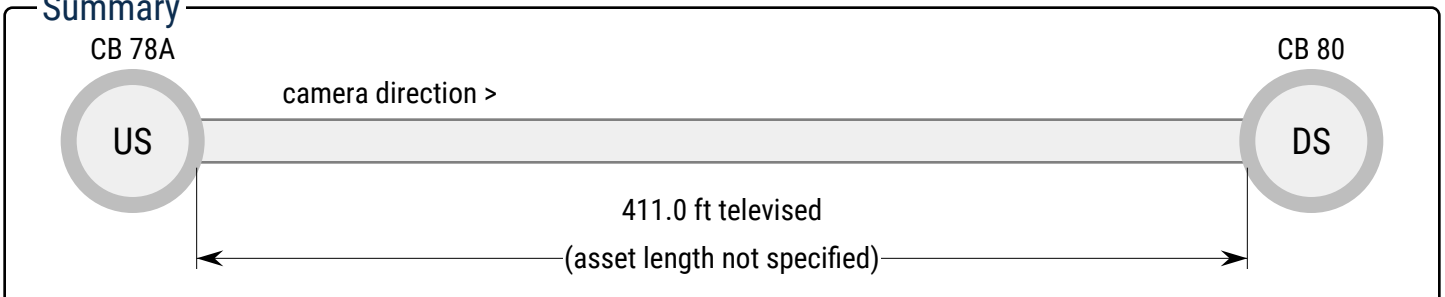
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="3111"/>	<input type="text" value="3111"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="4"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="2"/>
Consequence of Failure:	<input type="text"/>		

## Summary






# Observations

CB 78A

camera direction >

flow >

Feet	Code		Clock	Value	Grade	Description	Remarks
000.0	ACB					Access Point Catch Basin	Start of inspection at CB 78A / Block construction - fair condition
	MWL			5%		Miscellaneous Water Level	
044.1	TSI		3	6 in   2 in	 3	Tap Saddle Intruding	
134.8	RFJ		7 - 5		 1	Roots Fine Joint	
411.0	ACB					Access Point Catch Basin	End of inspection at CB 80 / Block construction - fair condition

CB 80

## Asset

Owner:

PSR:

Upstream MH:

Downstream MH:

	USMH	DSMH
Rim to Invert:	<input type="text"/>	<input type="text"/>
Rim to Grade:	<input type="text"/>	<input type="text"/>

Pipe Geometry:

Material:

Lining Method:

Coating Method:

Year Constructed:

Pipe Use:

Total Length:

## Project

Project:

Work Order:

Customer:

PO Number:

Additional Info:

## Inspection

Media Date/Time:

Surveyed By:

Reviewed By:

Camera Direction:

Purpose:

Technology:

Pre-Cleaning:

Date Cleaned:

Flow Control:

Length Surveyed:

Weather:

## Location

Address:

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

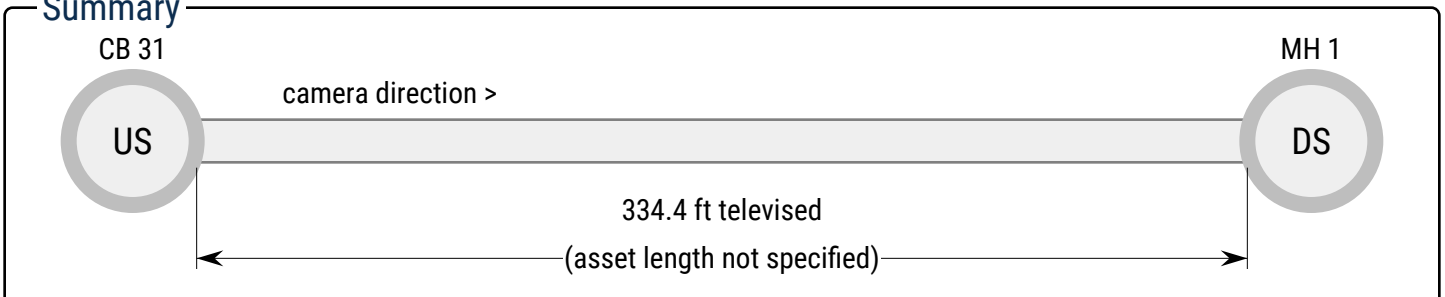
Location Code:

Location Details:

## Ratings

	Structural	O & M	Overall
Quick:	<input type="text" value="0000"/>	<input type="text" value="2100"/>	<input type="text" value="2100"/>
$\sum_{i=1}^5 SG_i$ Pipe Rating:	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="2"/>
Rating Index:	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="2"/>
Consequence of Failure:	<input type="text"/>		

## Summary



# Observations

CB 31

camera direction >

flow >

Feet	Code	Clock	Value	Grade	Description	Remarks
------	------	-------	-------	-------	-------------	---------

000.0	ACB				Access Point Catch Basin	Start of inspection at CB 31 / Block construction - fair condition
	MWL		5%		Miscellaneous Water Level	

131.8	RFB	11 - 1		2	Roots Fine Barrel	
-------	-----	--------	--	---	-------------------	--

334.4	AMH				Access Point Manhole	End of inspection at MH 1 / Brick construction - Poor condition - MH is asphalted over - no access to MH
-------	-----	--	--	--	----------------------	--

MH 1

# SANITARY SEWER TELEVISION





Formerly Northern Pipe, Inc.  
 2094 COUNTY ROAD QQ  
 GREEN BAY, WISCONSIN 54311  
 920.754.3216

**CLEANING LOG**

City of Eagle River  
 W/O 2497

STREET NAME	START MH	END MH	PIPE SIZE	LENGTH	SAN / STO	AMOUNT & TYPE OF DEBRIS
E Spruce St	CB36	CB37	8	40.9'	STO	
E Spruce St	CB37	CB30	8	78.0'	STO	
E Spruce St	CB30	CB31	8	41.0'	STO	
E Spruce St	CB31	MH1	12	334.4'	STO	
E Spruce St	CB32A	MH1				No Line
E Spruce St	CB32	MH1	8	41.3'	STO	
E Spruce St	CB33A	MH1				No Line
E Spruce St	CB33	MH1	8	41.8'	STO	
E Spruce St	MH1	MH2	8	385.7'	STO	
E Spruce St	CB27	MH2	8	43.9'	STO	
E Spruce St	CB26	MH2	8	44.6'	STO	
E Spruce St	CB20	MH2	6	2.0'	STO	Cannot televise 6"
E Spruce St	MH2	MH3	8	272.6'	STO	Cannot televise full length - Bends
E Spruce St	CB51	MH3	12	47.2'	STO	
E Spruce St	CB52	MH3	12	38.8'	STO	
E Spruce St	CB6	CB7	12	37.4'	STO	
E Spruce St	CB7	MH3	12	32.3'	STO	
N Third St	CB44	CB77	8	66.3'	STO	
N Third St	CB77	CB78A	12	189.9'	STO	
N Third St	CB78	CB78A				No Line
N Third St	CB78A	CB80	12	411.0'	STO	
N Third St	CB79	CB78A	8	40.0'	STO	
N Third St	CB87	CB80	8	83.2'	STO	

<b>TOTAL</b>				<b>2272.3'</b>		
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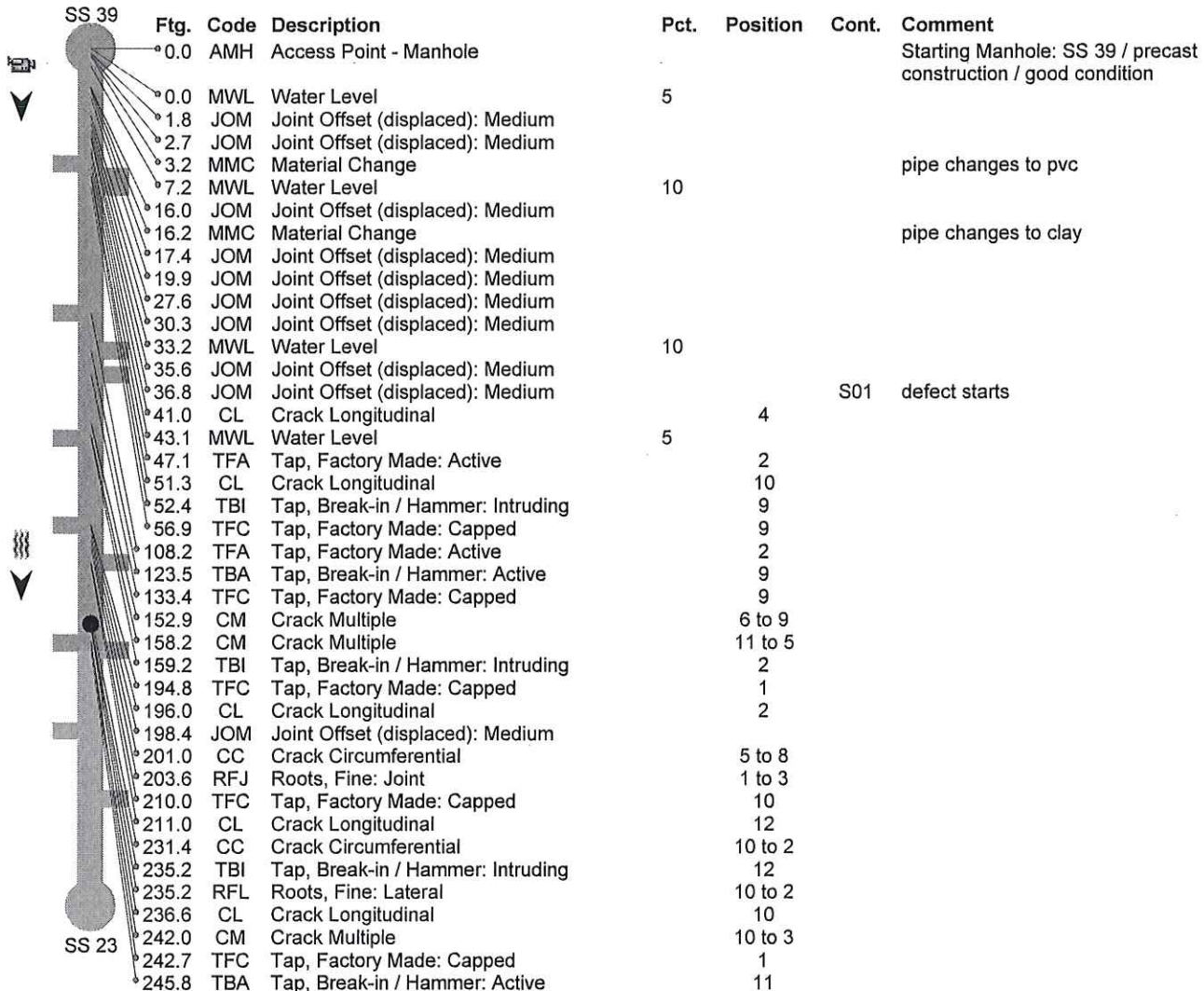



# NORTHERN PIPE, INC.

CLEAN - INSPECT - REPAIR

1772 South Vandenberg Road  
 Green Bay, Wisconsin 54311  
 (920) 468-7074  
 www.northernpipeinc.com

SURVEYORS NAME Reed Rondeau (NPI)	CERTIFICATE NUMBER U-117-07006511	SYSTEM OWNER Eagle River	SURVEY CUSTOMER Eagle River	DRAINAGE AREA
WORK ORDER	P.O. NO.	PIPE SEGMENT REFERENCE	DATE 20180313	TIME 11:28
LOCATION N 3rd St	LOCALITY Eagle River	FURTHER LOCATION DETAILS N 3rd St_E Maple St		
UPSTREAM MH SS 39	RIM TO INVERT 10.1	GRADE TO INVERT	RIM TO GRADE	
DOWNSTREAM MH SS 23	RIM TO INVERT 10	GRADE TO INVERT	RIM TO GRADE	
USE OF SEWER Sanitary	DIRECTION Downstream	HEIGHT 8	WIDTH	SHAPE Circular
MATERIAL Vitrified Clay Pipe	PIPE JOINT LENGTH 4	TOTAL LENGTH	LENGTH SURVEYED 350.4	PURPOSE Routine Assessment
SEWER CATEGORY	PRE-CLEANING Jetting	DATE CLEANED 3/7/2018	WEATHER Dry	
ADDITIONAL INFORMATION				





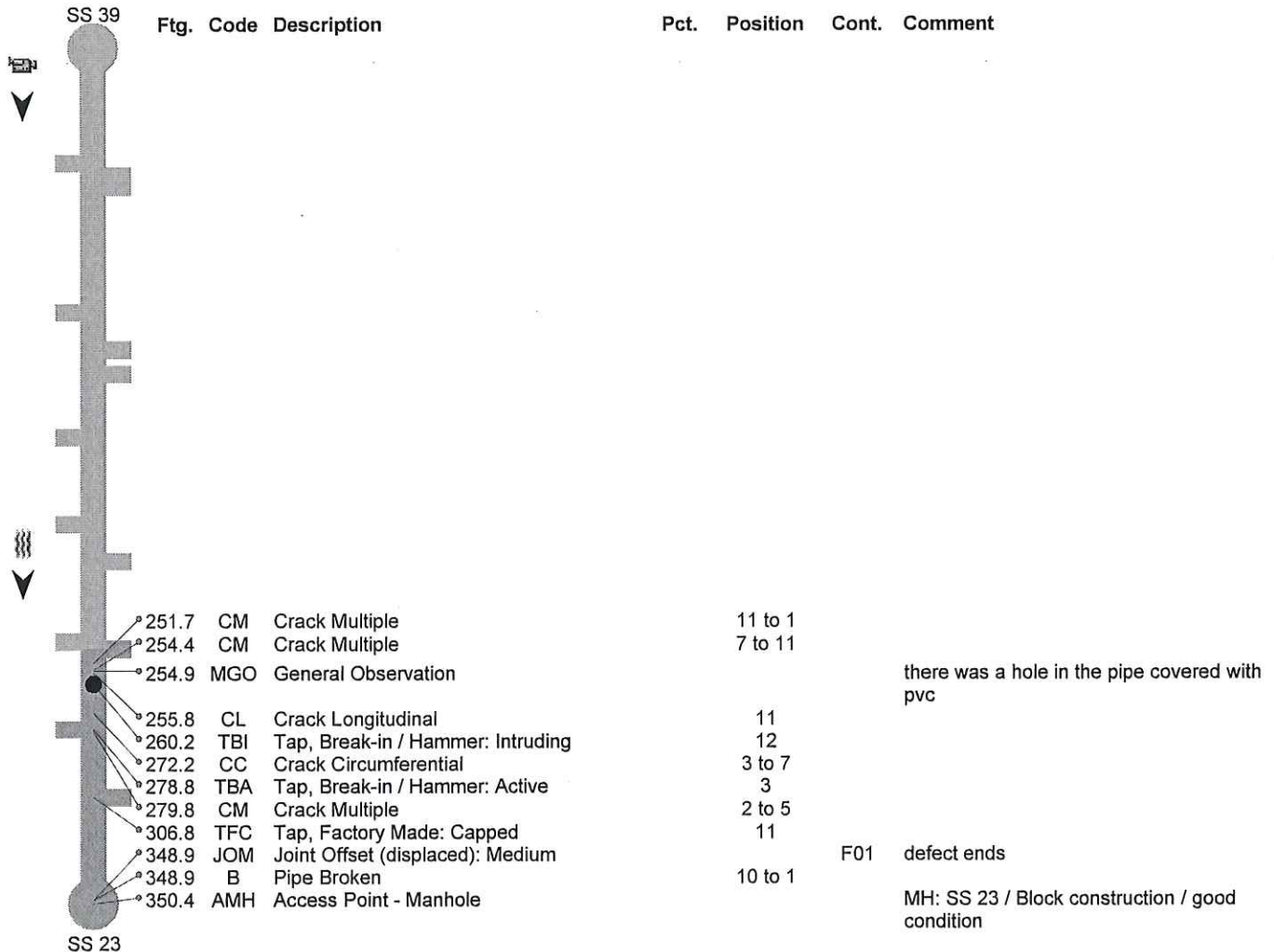


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SURVEYORS NAME Reed Rondeau (NPI)	CERTIFICATE NUMBER U-117-07006511	SYSTEM OWNER Eagle River	SURVEY CUSTOMER Eagle River	DRAINAGE AREA
WORK ORDER	P.O. NO.	PIPE SEGMENT REFERENCE	DATE 20180313	TIME 11:28
LOCATION N 3rd St	LOCALITY Eagle River	FURTHER LOCATION DETAILS N 3rd St E Maple St		
UPSTREAM MH SS 39	RIM TO INVERT 10.1	GRADE TO INVERT	RIM TO GRADE	
DOWNSTREAM MH SS 23	RIM TO INVERT 10	GRADE TO INVERT	RIM TO GRADE	
USE OF SEWER Sanitary	DIRECTION Downstream	HEIGHT 8	WIDTH	SHAPE Circular
MATERIAL Vitrified Clay Pipe	PIPE JOINT LENGTH 4	TOTAL LENGTH	LENGTH SURVEYED 350.4	PURPOSE Routine Assessment
SEWER CATEGORY	PRE-CLEANING Jetting	DATE CLEANED 3/7/2018	WEATHER Dry	
ADDITIONAL INFORMATION				



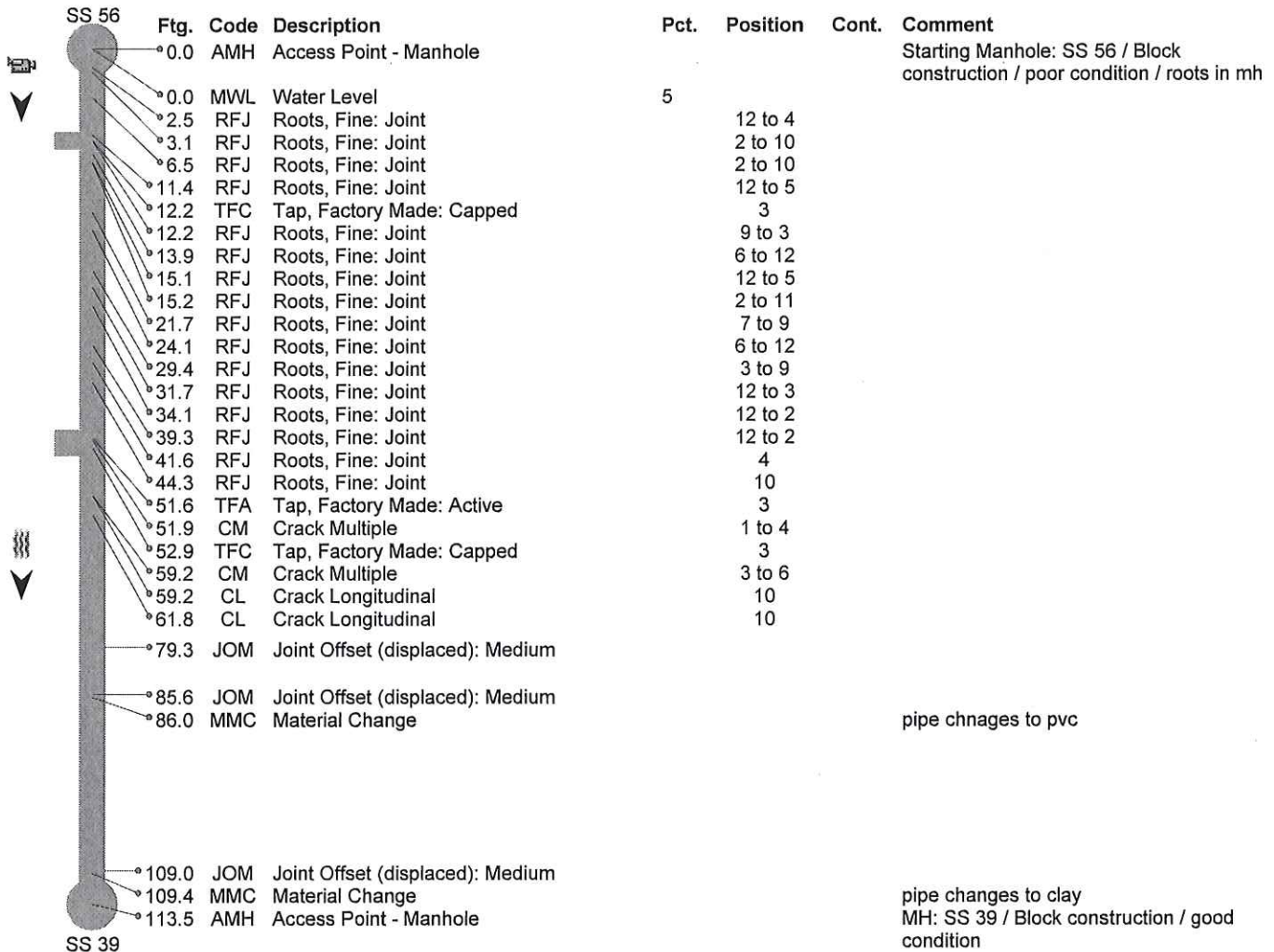


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SURVEYORS NAME Reed Rondeau (NPI)	CERTIFICATE NUMBER U-117-07006511	SYSTEM OWNER Eagle River	SURVEY CUSTOMER Eagle River	DRAINAGE AREA
WORK ORDER	P.O. NO.	PIPE SEGMENT REFERENCE	DATE 20180313	TIME 11:01
LOCATION N 3rd St	LOCALITY Eagle River	FURTHER LOCATION DETAILS 308 N 3rd St		
UPSTREAM MH SS 56	RIM TO INVERT 8.8	GRADE TO INVERT	RIM TO GRADE	
DOWNSTREAM MH SS 39	RIM TO INVERT 10.1	GRADE TO INVERT	RIM TO GRADE	
USE OF SEWER Sanitary	DIRECTION Downstream	HEIGHT 8	WIDTH	SHAPE Circular
MATERIAL Vitrified Clay Pipe	PIPE JOINT LENGTH 4	TOTAL LENGTH	LENGTH SURVEYED 113.5	PURPOSE Routine Assessment
SEWER CATEGORY	PRE-CLEANING Jetting	DATE CLEANED 3/7/2018	WEATHER Dry	
ADDITIONAL INFORMATION				



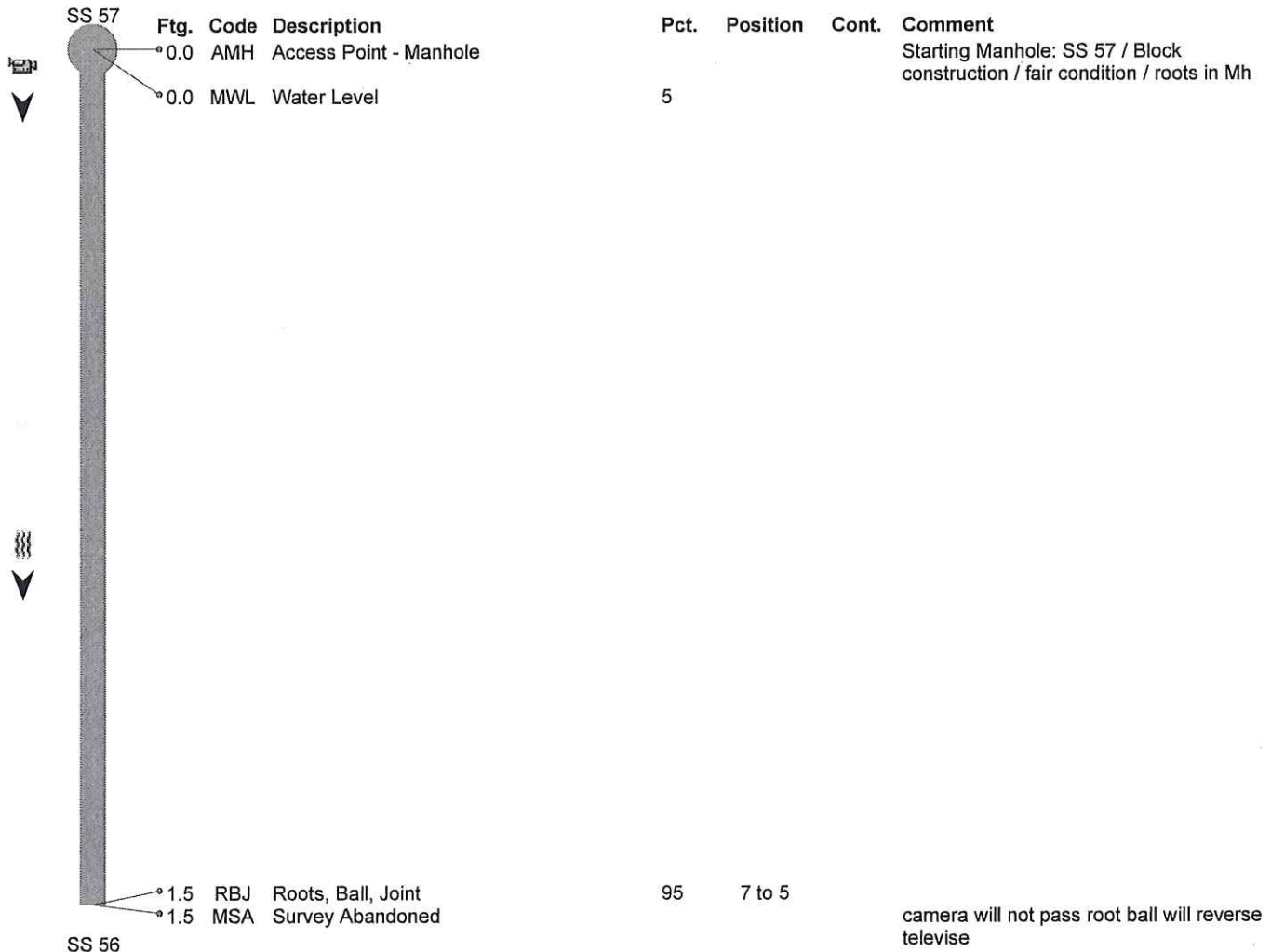


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SURVEYORS NAME Reed Rondeau (NPI)	CERTIFICATE NUMBER U-117-07006511	SYSTEM OWNER Eagle River	SURVEY CUSTOMER Eagle River	DRAINAGE AREA
WORK ORDER	P.O. NO.	PIPE SEGMENT REFERENCE	DATE 20180313	TIME 10:12
LOCATION N 3rd St	LOCALITY Eagle River	FURTHER LOCATION DETAILS 328 N 3rd St		
UPSTREAM MH SS 57	RIM TO INVERT 7	GRADE TO INVERT	RIM TO GRADE	
DOWNSTREAM MH SS 56	RIM TO INVERT 8.8	GRADE TO INVERT	RIM TO GRADE	
USE OF SEWER Sanitary	DIRECTION Downstream	HEIGHT 8	WIDTH	SHAPE Circular
MATERIAL Vitrified Clay Pipe	PIPE JOINT LENGTH 4	TOTAL LENGTH	LENGTH SURVEYED 1.5	PURPOSE Routine Assessment
SEWER CATEGORY	PRE-CLEANING Jetting	DATE CLEANED 3/7/2018	WEATHER Dry	
ADDITIONAL INFORMATION				





# NORTHERN PIPE, INC.

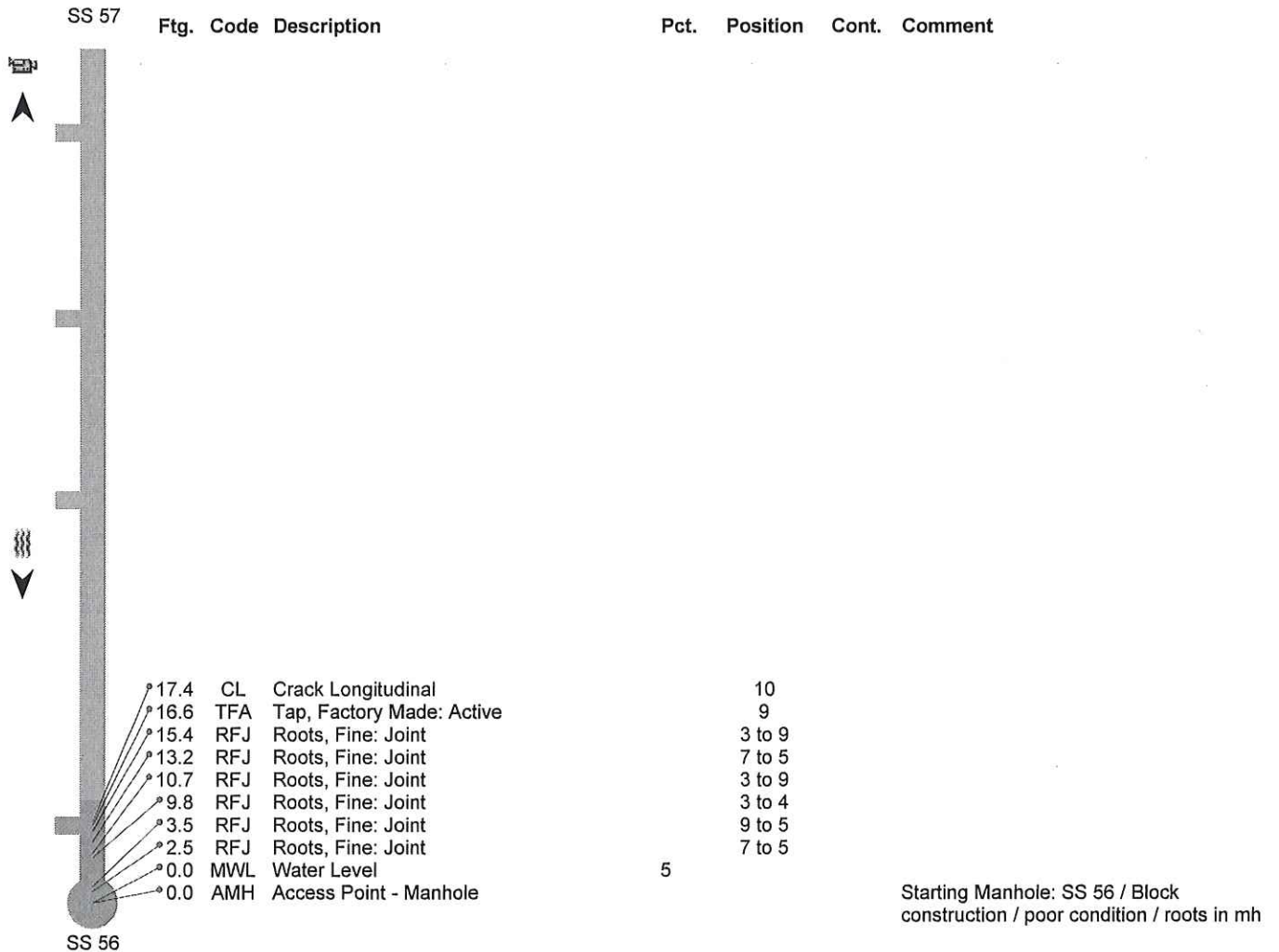
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SURVEYORS NAME Reed Rondeau (NPI)	CERTIFICATE NUMBER U-117-07006511	SYSTEM OWNER Eagle River	SURVEY CUSTOMER Eagle River	DRAINAGE AREA
WORK ORDER	P.O. NO.	PIPE SEGMENT REFERENCE	DATE 20180313	TIME 10:33
LOCATION N 3rd St	LOCALITY Eagle River	FURTHER LOCATION DETAILS 302 N 3rd St		
UPSTREAM MH SS 57	RIM TO INVERT 7	GRADE TO INVERT	RIM TO GRADE	
DOWNSTREAM MH SS 56	RIM TO INVERT 8.8	GRADE TO INVERT	RIM TO GRADE	
USE OF SEWER Sanitary	DIRECTION Upstream	HEIGHT 8	WIDTH	SHAPE Circular
MATERIAL Vitrified Clay Pipe	PIPE JOINT LENGTH 4	TOTAL LENGTH	LENGTH SURVEYED 182.3	PURPOSE Reversal
SEWER CATEGORY	PRE-CLEANING Jetting	DATE CLEANED 3/7/2018	WEATHER Dry	
ADDITIONAL INFORMATION				

SS 57	Ftg.	Code	Description	Pct.	Position	Cont.	Comment
	182.3	MSA	Survey Abandoned				camera will not pass root ball
	182.3	RFJ	Roots, Fine: Joint		2 to 11	F02	defect ends
	182.3	RBJ	Roots, Ball, Joint	100	6 to 6		
	164.5	TBA	Tap, Break-in / Hammer: Active		9		
	157.6	RMJ	Roots, Medium, Joint	10	6 to 10		
	142.9	RFJ	Roots, Fine: Joint		1 to 11	S02	defect starts
	142.1	RFJ	Roots, Fine: Joint		6 to 10		
	140.1	RFJ	Roots, Fine: Joint		7 to 11		
	139.1	RFJ	Roots, Fine: Joint		2 to 10		
	137.1	RMJ	Roots, Medium, Joint	15	2 to 10		
	135.2	RMJ	Roots, Medium, Joint	10	3 to 9		
	135.1	RMJ	Roots, Medium, Joint	10	3 to 6		
	134.1	RFJ	Roots, Fine: Joint		3 to 9		
	132.1	RFJ	Roots, Fine: Joint		2 to 10		
	130.1	RFJ	Roots, Fine: Joint		7 to 12		
	129.1	RFJ	Roots, Fine: Joint		1 to 5		
	124.9	RFJ	Roots, Fine: Joint		9 to 12		
	124.8	TFC	Tap, Factory Made: Capped		9		
	123.1	RFJ	Roots, Fine: Joint		9 to 4		
	121.1	RFJ	Roots, Fine: Joint		9 to 3		
	118.8	RFJ	Roots, Fine: Joint		7 to 4		
	116.2	RFJ	Roots, Fine: Joint		3 to 9		
	113.8	RFJ	Roots, Fine: Joint		8 to 11		
	111.6	RFJ	Roots, Fine: Joint		8 to 4		
	108.9	RFJ	Roots, Fine: Joint		3 to 9		
	106.8	RFJ	Roots, Fine: Joint		3 to 4		
	103.1	RFJ	Roots, Fine: Joint		3 to 9		
	100.9	RFJ	Roots, Fine: Joint		2 to 9		
	98.3	RFJ	Roots, Fine: Joint		3 to 5		
	95.9	RFJ	Roots, Fine: Joint		6 to 9		
	95.9	RFJ	Roots, Fine: Joint		3 to 5		
	88.1	RFJ	Roots, Fine: Joint		2 to 4		
	86.5	RFJ	Roots, Fine: Joint		2 to 5		
	86.1	TFC	Tap, Factory Made: Capped		9		
	81.9	DAE	Deposits Attached: Encrustation	5	3 to 6		
	77.7	RFJ	Roots, Fine: Joint		8 to 11		
	77.7	JOM	Joint Offset (displaced): Medium				
	66.2	RFJ	Roots, Fine: Joint		3 to 9	F01	defect ends
	50.7	MWL	Water Level	10			
	27.2	RFJ	Roots, Fine: Joint		3 to 9	S01	defect starts
	24.6	RFJ	Roots, Fine: Joint		4 to 9		
	22.1	RFJ	Roots, Fine: Joint		4 to 9		

SURVEYORS NAME Reed Rondeau (NPI)	CERTIFICATE NUMBER U-117-07006511	SYSTEM OWNER Eagle River	SURVEY CUSTOMER Eagle River	DRAINAGE AREA
WORK ORDER	P.O. NO.	PIPE SEGMENT REFERENCE	DATE 20180313	TIME 10:33
LOCATION N 3rd St	LOCALITY Eagle River	FURTHER LOCATION DETAILS 302 N 3rd St		
UPSTREAM MH SS 57	RIM TO INVERT 7	GRADE TO INVERT	RIM TO GRADE	
DOWNSTREAM MH SS 56	RIM TO INVERT 8.8	GRADE TO INVERT	RIM TO GRADE	
USE OF SEWER Sanitary	DIRECTION Upstream	HEIGHT 8	WIDTH	SHAPE Circular
MATERIAL Vitrified Clay Pipe	PIPE JOINT LENGTH 4	TOTAL LENGTH	LENGTH SURVEYED 182.3	PURPOSE Reversal
SEWER CATEGORY	PRE-CLEANING Jetting	DATE CLEANED 3/7/2018	WEATHER Dry	
ADDITIONAL INFORMATION				



**Asset**

Owner: City of Eagle River

PSR:

Upstream MH: SS 16

Downstream MH: SS 7

	USMH	DSMH
Rim to Invert:	10.3 ft	10.5 ft
Rim to Grade:		

Pipe Geometry: 10 in (Circular)

Material: Vitrified Clay Pipe

Lining Method:

Coating Method:

Year Constructed:

Pipe Use: Sanitary Sewage Pipe

Total Length: 361.4 ft (03 ft joints)

**Project**

Project: 2021 Sanitary Sewer Cleaning and

Work Order: 1081

Customer: City of Eagle River

PO Number:

Additional Info:

**Inspection**

Media Date/Time: 03 • Mar • 2021 15:49

Surveyed By: Kyle Jeanquart (NPI) (U0119070304380)

Reviewed By: Tara Hanson (U11707006513)

Camera Direction: Downstream

Purpose: Routine assessment

Technology:

Pre-Cleaning: Light Cleaning

Date Cleaned: 02 • Mar • 2021

Flow Control:

Length Surveyed: 363.9 ft

Weather: Dry Weather/Wet Ground

**Location**

Address: E Spruce St, City of Eagle River

Drainage Area:

Latitude:

Longitude:

Elevation:

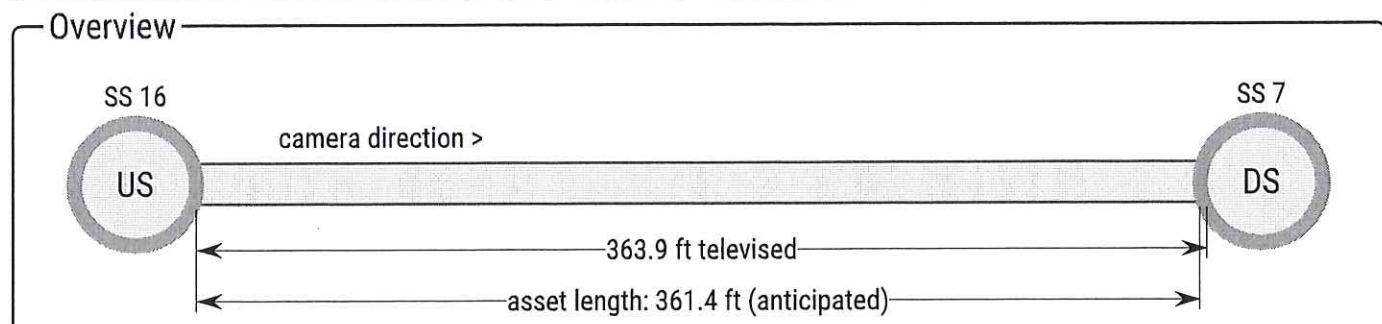
GPS Accuracy:

Location Code:

Location Details: near crosswalk - intersection of E Spruce St and N 1st St

**Ratings**

	3J2L	331E	3J2L
Quick:			
$\sum_{i=1}^5 SG_i$ Pipe Rating:	299	40	339
Rating Index:	2.5	1.2	2.2
Consequence of Failure:			



# Observations

SS 16

Feet	Code	Clock	Value	Grade	Description	Remarks
000.0	AMH				Access Point Manhole	Start of inspection at MH: SS 16 - rehabbed construction - good condition
	MWL		5%		Miscellaneous Water Level	
009.5	CL	11		2	Crack Longitudinal	
010.0	SSS	01 7-5		2	Surface Damage Surface Spalling	spalling around barrel - defect starts
017.2	RPL	02			Point Repair Liner	spot liner on barrel - defect starts
021.4	RPL	02			Point Repair Liner	defect ends
034.5	CM	11-2		3	Crack Multiple	
062.3	RFJ	03 7-10		1	Roots Fine Joint	
064.9	RFJ	04 2-5		1	Roots Fine Joint	defect starts
070.1	CM	05 9-3		3	Crack Multiple	defect starts
099.2	TFD	1	6 in	3	Tap Factory Defective	active - 20% roots
109.9	TSA	12	4 in		Tap Saddle Activity	
114.5	TFD	11	6 in	3	Tap Factory Defective	unknown if active - 90% roots
140.4	RFJ	03 7-10		x16	Roots Fine Joint	defect ends
	RFJ	04 2-5		x15	Roots Fine Joint	defect ends
149.0	RPL	06			Point Repair Liner	spot liner on barrel - defect starts
153.3	RPL	06			Point Repair Liner	defect ends
170.0	TBA	12	6 in		Tap Break-in Activity	
172.3	TFD	12	6 in	3	Tap Factory Defective	capped - 5% roots
175.4	TBA	1	6 in		Tap Break-in Activity	
177.3	TFC	1	6 in		Tap Factory Capped	
265.8	TBA	2	4 in		Tap Break-in Activity	
275.3	TFA	10	6 in		Tap Factory Activity	
302.6	TFC	1	6 in		Tap Factory Capped	
338.9	SSS	01 7-5		x66	Surface Damage Surface Spalling	defect ends
	CM	05 9-3		x54	Crack Multiple	defect ends
	MMC				Miscellaneous Material Change	material changes to PVC
363.9	AMH				Access Point Manhole	End of inspection at MH: SS 7 - precast construction - good condition - surface aggregate visible in flowline

**Asset**

Owner: City of Eagle River

PSR:

Upstream MH: SS 20

Downstream MH: SS 16

	USMH	DSMH
Rim to Invert:	9.8 ft	10.3 ft
Rim to Grade:		

Pipe Geometry: 8 in (Circular)

Material: Vitrified Clay Pipe

Lining Method:

Coating Method:

Year Constructed:

Pipe Use: Sanitary Sewage Pipe

Total Length: 281.2 ft (03 ft joints)

**Project**

Project: 2021 Sanitary Sewer Cleaning and

Work Order: 1081

Customer: City of Eagle River

PO Number:

Additional Info:

**Inspection**

Media Date/Time: 03 • Mar • 2021 13:40

Surveyed By: Kyle Jeanquart (NPI) (U0119070304380)

Reviewed By: Tara Hanson (U11707006513)

Camera Direction: Downstream

Purpose: Routine assessment

Technology:

Pre-Cleaning: Light Cleaning

Date Cleaned: 02 • Mar • 2021

Flow Control:

Length Surveyed: 018.4 ft

Weather: Dry Weather/Wet Ground

**Location**

Address: E Spruce St, City of Eagle River

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

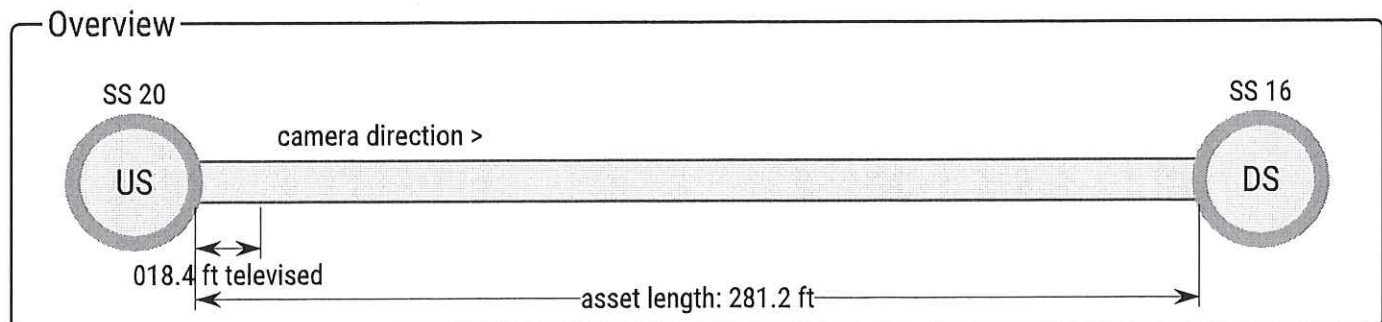
Location Code:

Location Details: near crosswalk - intersection of E Spruce St and N 2nd St

**Ratings**

Quick:	3300	3400	3700
$\sum_{i=1}^5 SG_i$ Pipe Rating:	9	12	21
Rating Index:	3	3	3

Consequence of Failure:





# Observations

SS 20

camera direction >

flow >

Feet	Code	Clock	Value	Grade	Description	Remarks
000.0	AMH				Access Point Manhole	Start of inspection at MH: SS 20 - block construction - poor condition - ladder rusted - aggregate missing from block around barrel - heavy roots protruding around MH
001.0	MWL CM	01 7-5	5%	3	Miscellaneous Water Level Crack Multiple	defect starts
003.0	RMJ	02 7-5	15%	3	Roots Medium Joint	defect starts
018.1	RMJ	02 7-5	15%	x3	Roots Medium Joint	defect ends
018.3	RMJ CM	7-5 01 7-5	30%	3	Roots Medium Joint Crack Multiple	defect ends
018.4	MSA			x3	Miscellaneous Abandoned Survey	camera unable to pass heavy roots on joint - will reverse televise

SS 16

**Asset**

Owner: City of Eagle River

PSR:

Upstream MH: SS 20

Downstream MH: SS 16

	USMH	DSMH
Rim to Invert:	9.8 ft	10.3 ft
Rim to Grade:		

Pipe Geometry: 8 in (Circular)

Material: Vitrified Clay Pipe

Lining Method:

Coating Method:

Year Constructed:

Pipe Use: Sanitary Sewage Pipe

Total Length: 281.2 ft (03 ft joints)

**Project**

Project: 2021 Sanitary Sewer Cleaning and

Work Order: 1081

Customer: City of Eagle River

PO Number:

Additional Info:

**Inspection**

Media Date/Time: 03 • Mar • 2021 14:00

Surveyed By: Kyle Jeanquart (NPI) (U0119070304380)

Reviewed By: Tara Hanson (U11707006513)

Camera Direction: Upstream

Purpose: Resurvey for any reason

Technology:

Pre-Cleaning: Light Cleaning

Date Cleaned: 02 • Mar • 2021

Flow Control:

Length Surveyed: 291.0 ft

Weather: Dry Weather/Wet Ground

**Location**

Address: E Spruce St, City of Eagle River

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

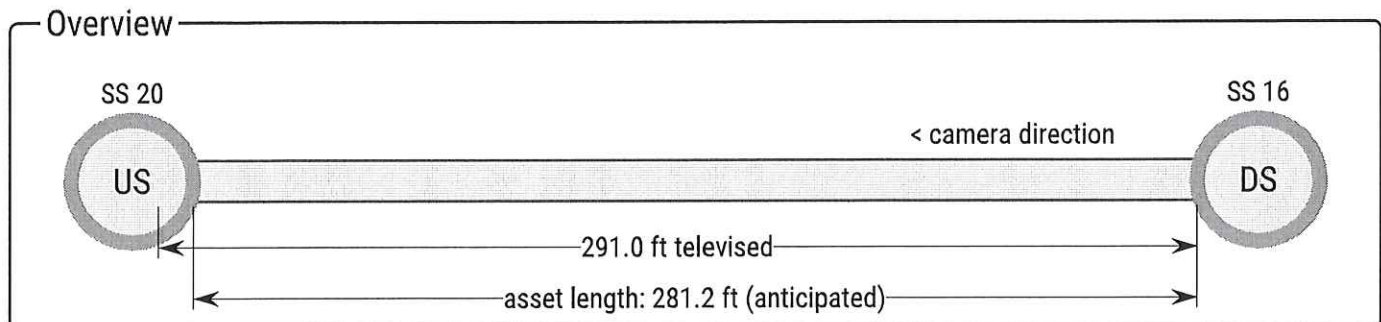
Location Code:

Location Details: near crosswalk - intersection of E Spruce St and N 1st St

**Ratings**

Quick:	3D2K	3321	3D2K
$\sum_{i=1}^5 SG_i$ Pipe Rating:	199	12	211
Rating Index:	2.3	2.4	2.3

Consequence of Failure:



# Observations

SS 20

Feet	Code	Clock	Value	Grade	Description	Remarks
291.0	MSA				Miscellaneous Abandoned Survey	camera unable to pass offset joint - end of reversal
	CM	02 9-3		3	Crack Multiple	defect ends
	SSS	01 7-5		2	Surface Damage Surface Spalling	defect ends
	JOM			3	Joint Offset Medium	
258.0	TFD	2	4 in	3	Tap Factory Defective	capped - 15% roots
255.9	TFC	10	4 in		Tap Factory Capped	
245.8	TBA	10	6 in		Tap Break-in Activity	
224.4	TBA	10	4 in		Tap Break-in Activity	
223.3	RFJ	1		1	Roots Fine Joint	
209.6	TFC	10	6 in		Tap Factory Capped	
189.9	CM	02 9-3		x20	Crack Multiple	defect starts
187.5	CM	3-5		3	Crack Multiple	
174.2	CM	8-11		3	Crack Multiple	
161.8	CL	2		2	Crack Longitudinal	
158.8	CL	8		2	Crack Longitudinal	
137.1	TBI	10	6 in   1 in	3	Tap Break-in Intruding	active - intruding quarter inch
127.5	TFC	10	4 in		Tap Factory Capped	
125.5	CS	7-10		2	Crack Spiral	
125.4	TFC	2	4 in		Tap Factory Capped	
123.5	CL	2		2	Crack Longitudinal	
100.7	CL	1		2	Crack Longitudinal	
082.3	TBD	2	6 in	3	Tap Break-in/Hammer Defective	active - intruding quarter inch - 15% roots protruding through barrel - around break-in tap
081.3	RFB	11-2		2	Roots Fine Barrel	
079.4	TFC	1	4 in		Tap Factory Capped	
074.9	TFC	11	4 in		Tap Factory Capped	
056.8	CL	3		2	Crack Longitudinal	
047.3	CM	10-2		3	Crack Multiple	
010.0	SSS	01 7-5		x56	Surface Damage Surface Spalling	defect starts
000.5	CM	7-5		3	Crack Multiple	cracks in barrel
000.0	MWL		5%		Miscellaneous Water Level	
	AMH				Access Point Manhole	Start of inspection at MH: SS 16 - rehabbed construction - good condition

< flow

camera direction >

SS 16

**Asset**

Owner: City of Eagle River

PSR:

Upstream MH: SS 23

Downstream MH: SS 20

	USMH	DSMH
Rim to Invert:		9.8 ft
Rim to Grade:		
Pipe Geometry:	8 in (Circular)	
Material:	Vitrified Clay Pipe	
Lining Method:		
Coating Method:		
Year Constructed:		
Pipe Use:	Sanitary Sewage Pipe	
Total Length:	362.2 ft (03 ft joints)	

**Project**

Project: 2021 Sanitary Sewer Cleaning and

Work Order: 1081

Customer: City of Eagle River

PO Number:

Additional Info:

**Inspection**

Media Date/Time: 03 • Mar • 2021 13:00

Surveyed By: Kyle Jeanquart (NPI) (U0119070304380)

Reviewed By: Tara Hanson (U11707006513)

Camera Direction: Upstream

Purpose: Routine assessment

Technology:

Pre-Cleaning: Light Cleaning

Date Cleaned: 02 • Mar • 2021

Flow Control:

Length Surveyed: 371.7 ft

Weather: Dry Weather/Wet Ground

**Location**

Address: E Spruce St, City of Eagle River

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

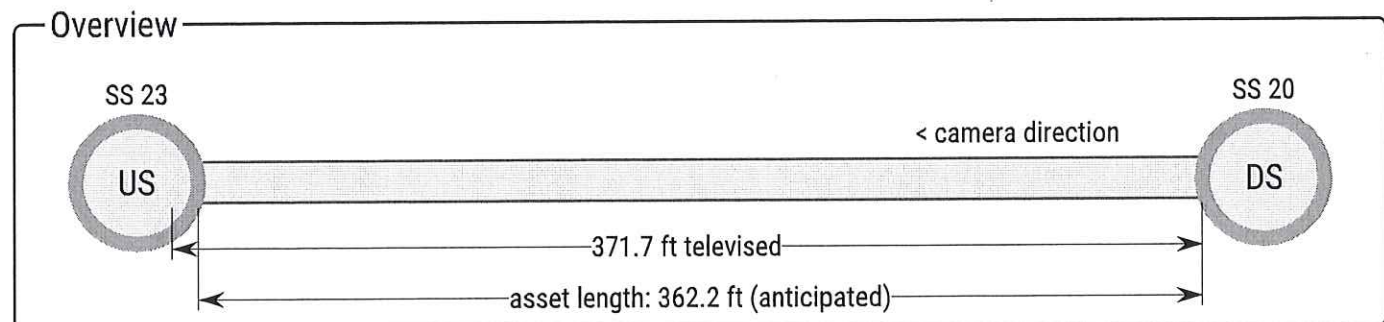
Location Code:

Location Details: near crosswalk - intersection of E Spruce St and N Third St

**Ratings**

Quick:	3L2N	4137	413M
$\sum_{i=1}^5 SG_i$ Pipe Rating:	347	76	423
Rating Index:	2.5	1.3	2.1

Consequence of Failure:



# Observations

SS 23

Feet	Code	Clock	Value	Grade	Description	Remarks
371.7	AMH				Access Point Manhole	End of inspection at MH: SS 23 - block construction - fair condition - MH is
370.2	SSS	02	7 - 5	2	Surface Damage Surface Spalling	defect ends
	CM	04	9 - 3	3	Crack Multiple	defect ends
331.5	RPL	05			Point Repair Liner	defect ends
327.2	RPL	05			Point Repair Liner	defect ends
299.1	CM	04	9 - 3	x14	Crack Multiple	defect starts
297.8	MWLS		10%	2	Miscellaneous Water Level Sag	
293.8	CL	11		2	Crack Longitudinal	
279.6	CM	1 - 5		3	Crack Multiple	
262.6	CM	03	9 - 3	3	Crack Multiple	defect ends
262.3	RFJ	01	9 - 3	1	Roots Fine Joint	defect ends
262.3	TFC	10	6 in		Tap Factory Capped	
251.1	MWLS		10%	2	Miscellaneous Water Level Sag	
220.3	RBL	3	90%	4	Roots Ball Lateral	
	TBD	3	6 in	3	Tap Break-in/Hammer Defective	unknown if active - 90% roots
207.8	MWLS		10%	2	Miscellaneous Water Level Sag	
195.1	TFC	11	6 in		Tap Factory Capped	
162.3	RMJ	7 - 5	20%	3	Roots Medium Joint	
157.2	RMJ	8 - 1	30%	3	Roots Medium Joint	
148.9	TFD	1	6 in	3	Tap Factory Defective	capped - 10% roots
128.7	TFC	10	6 in		Tap Factory Capped	
061.9	TBA	12	6 in		Tap Break-in Activity	
054.0	TFD	1	6 in	3	Tap Factory Defective	capped - 15% roots
036.4	TFD	11	6 in	3	Tap Factory Defective	capped - 10% roots
013.8	CM	03	9 - 3	x50	Crack Multiple	defect starts
012.3	SSS	02	7 - 5	x72	Surface Damage Surface Spalling	spalling around barrel - defect starts
011.4	RFJ	01	9 - 3	x50	Roots Fine Joint	defect starts
004.0	RFJ	11		1	Roots Fine Joint	
001.0	RMJ	10 - 2	25%	3	Roots Medium Joint	
000.0	MWL		5%		Miscellaneous Water Level	
	AMH				Access Point Manhole	Start of inspection at MH: SS 20 - block construction - poor condition - ladder rusted - aggregate missing from block around barrel - heavy roots protruding around MH

< flow

camera direction >

SS 20

**Asset**

Owner: City of Eagle River

PSR:

Upstream MH: SS 27

Downstream MH: SS 26

	USMH	DSMH
Rim to Invert:	7.3 ft	8.6 ft
Rim to Grade:		

Pipe Geometry: 8 in (Circular)

Material: Concrete Pipe (non-reinforced)

Lining Method:

Coating Method:

Year Constructed:

Pipe Use: Sanitary Sewage Pipe

Total Length: 123.7 ft (05 ft joints)

**Project**

Project: 2021 Sanitary Sewer Cleaning and

Work Order: 1081

Customer: City of Eagle River

PO Number:

Additional Info:

**Inspection**

Media Date/Time: 03 • Mar • 2021 08:10

Surveyed By: Kyle Jeanquart (NPI) (U0119070304380)

Reviewed By: Tara Hanson (U11707006513)

Camera Direction: Downstream

Purpose: Routine assessment

Technology:

Pre-Cleaning: Light Cleaning

Date Cleaned: 02 • Mar • 2021

Flow Control:

Length Surveyed: 129.0 ft

Weather: Dry Weather/Wet Ground

**Location**

Address: E Spruce St, City of Eagle River

Drainage Area:

Latitude:

Longitude:

Elevation:

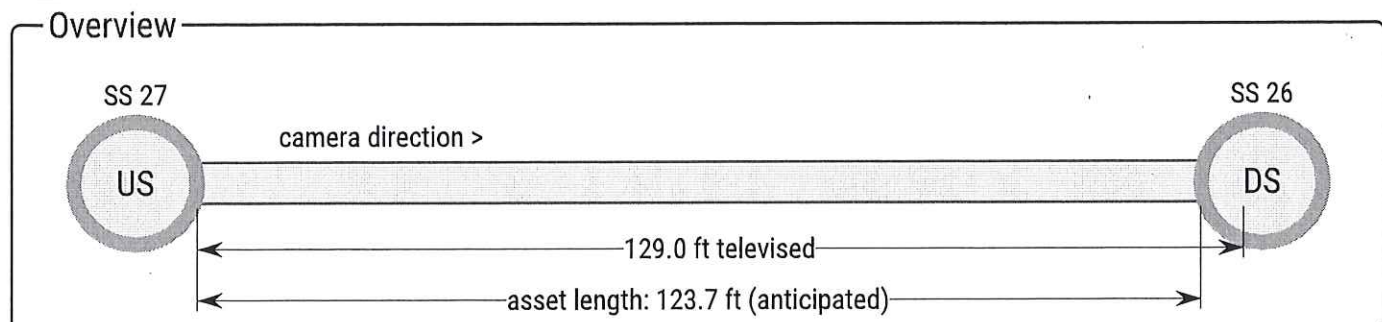
GPS Accuracy:

Location Code:

Location Details: 514 E Spruce St

**Ratings**

Quick:	2D13	2211	2D14
$\sum_{i=1}^5 sg_i$ Pipe Rating:	57	5	62
Rating Index:	1.9	1.7	1.9
Consequence of Failure:	<input type="text"/>		



# Observations

SS 27

camera direction >

Feet	Code	Clock	Value	Grade	Description	Remarks
000.0	AMH				Access Point Manhole	Start of inspection at MH: SS 27 - block construction - good condition - 1 open pickhole
000.5	MWL		5%		Miscellaneous Water Level	
	CC	(all)		1	Crack Circumferential	crack in barrel - follows through flowline roots protruding through crack roots protruding through crack defect starts
	RFB	4		2	Roots Fine Barrel	
	RFB	8		2	Roots Fine Barrel	
	SAV	01 7-5		2	Surface Damage Aggregate	
001.0	RPR	02			Point Repair Replacement	pipe replaced with PVC - defect starts
006.0	RPR	02			Point Repair Replacement	
006.5	TFA	3	6 in		Tap Factory Activity	
007.5	TFA	9	6 in		Tap Factory Activity	
010.2	RFJ	11-1		1	Roots Fine Joint	Returns to clay ↓
	RPR	02			Point Repair Replacement	defect ends
028.7	CC	(all)		1	Crack Circumferential	crack in barrel - follows through flowline

flow >

054.5	MWLS		10%	2	Miscellaneous Water Level Sag	
065.4	MWLS		10%	2	Miscellaneous Water Level Sag	

126.1	CC	7-5		1	Crack Circumferential	crack in barrel
128.2	SAV	01 7-5		x25	Surface Damage Aggregate	defect ends
129.0	AMH				Access Point Manhole	End of inspection at MH: SS 26 - block construction - good condition - 2 open pickholes

SS 26

**Asset**

Owner: City of Eagle River

PSR:

Upstream MH: SS 34A

Downstream MH: SS 34

	USMH	DSMH
Rim to Invert:		9.3 ft
Rim to Grade:		

Pipe Geometry: 8 in (Circular)

Material: Polyvinyl Chloride

Lining Method:

Coating Method:

Year Constructed:

Pipe Use: Sanitary Sewage Pipe

Total Length: 048.4 ft (13 ft joints)

**Project**

Project: 2021 Sanitary Sewer Cleaning and

Work Order: 1081

Customer: City of Eagle River

PO Number:

Additional Info:

**Inspection**

Media Date/Time: 03 • Mar • 2021 08:52

Surveyed By: Kyle Jeanquart (NPI) (U0119070304380)

Reviewed By: Tara Hanson (U11707006513)

Camera Direction: Upstream

Purpose: Routine assessment

Technology:

Pre-Cleaning: Light Cleaning

Date Cleaned: 02 • Mar • 2021

Flow Control:

Length Surveyed: 044.8 ft

Weather: Dry Weather/Wet Ground

**Location**

Address: E Spruce St, City of Eagle River

Drainage Area:

Latitude:

Longitude:

Elevation:

GPS Accuracy:

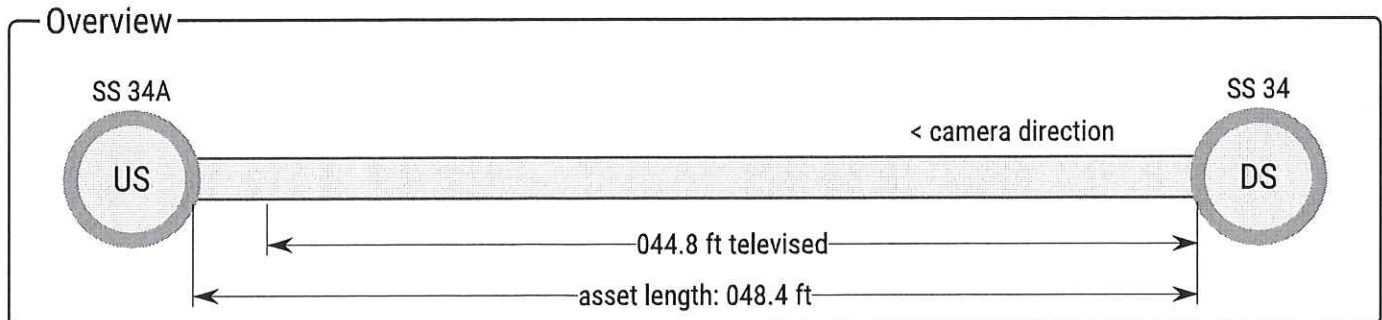
Location Code:

Location Details: intersection of E Spruce St and N Silver Lake Rd

**Ratings**

Quick:	0000	0000	0000
$\sum_{i=1}^5 SG_i$ Pipe Rating:	0	0	0
Rating Index:	0	0	0

Consequence of Failure:



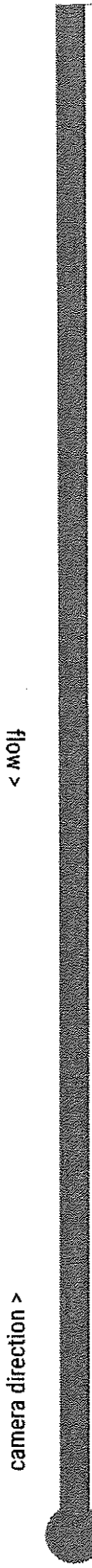


# Observations

SS 34A

Feet	Code	Clock	Value	Grade	Description	Remarks
------	------	-------	-------	-------	-------------	---------

044.8	AEP				Access Point End of Pipe	End of inspection at MH: 34A. Ends with cap
-------	-----	--	--	--	--------------------------	---



000.0	MWL AMH		5%		Miscellaneous Water Level Access Point Manhole	Start of inspection at MH: SS 34 - precast construction - good condition
-------	------------	--	----	--	---	---

SS 34



Company: City Of Eagle River

Address: PO BOX 1269  
EAGLE RIVER, WI 54521-1269

Primary Contact:

Phone: (715) 617-0255

Sales Manager:

Sales Person: Brandee Nieckula

DMS Number:

**Cash**

**\$ 30,500.00**

\*All payments and terms subject to credit approval.



**Used 2019 Chevrolet Silverado 1500  
LD 4WD Double Cab LT w/2LT**

Stock: K1112831A

VIN: 2GCVKPEC5K1112831

Odometer: 45874

Color: BROWN

Engine: 5.3L V8

Transmission: 6-Speed A/T

MPG: 15 city / 21 hwy

Style: 4WD Standard Pickup Trucks

**DETAILS**

Retail Price \$ 30,608.00  
Discount \$ 536.50

**NET SELLING PRICE \$ 30,071.50**

**ADJUSTED SELLING PRICE \$ 30,071.50**

Dealer Service Fee \$ 259.00  
Plate Fee \$ 5.00  
Title Fee \$ 164.50

**TOTAL FEES \$ 428.50**

**SALES SUB TOTAL \$ 30,500.00**

**TOTAL AMOUNT DUE \$ 30,500.00**

**YOU'RE SAVING \$536.50**  
\$536.50 off MSRP

X

Customer Signature

X

Sales Signature

## Robin Ginner

---

**From:** Dale C <dalec@parsonsofeagleriver.com>  
**Sent:** Thursday, January 9, 2025 5:25 PM  
**To:** Robin Ginner  
**Subject:** Re: Scanned image from BP-50C26

Ok Robin: We found coverage we can apply to the 2019 Silverado. This would be what we could offer.

Powertrain Only:

12 month 12,000 miles= \$2863 with \$100 deductible  
24 month 24,000 miles= \$3023 with \$100 deductible

Exclusionary limited bumper to bumper

No time limit and up to 75,000 miles on the vehicle in total (current miles 45,874 miles). \$100 Deductible

Let me know your thoughts?

Thank You  
Dale Collins  
Parsons of Eagle River

---

**From:** Dale C <dalec@parsonsofeagleriver.com>  
**Sent:** Thursday, January 9, 2025 2:57 PM  
**To:** Robin Ginner <rcginner@eagleriverwi.gov>  
**Subject:** Re: Scanned image from BP-50C26

We are exploring another option for a warranty and I will try to get back to you today but if not I will get back to you in the morning. Thank you for your patience. We don't want to sell you something if we aren't 100% sure you're covered.

Thank You  
Dale

---

**From:** Robin Ginner <rcginner@eagleriverwi.gov>  
**Sent:** Thursday, January 9, 2025 2:40 PM

---

**USED 2019 CHEVROLET SILVERADO  
1500 LD  
LT ALL STAR EDITION**

**PRICE \$30,608**

STOCK# K1112831A

---

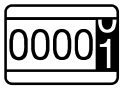


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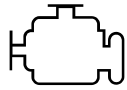
**SPECIFICATIONS**

Vehicle Status	In Stock
Trim	LT All Star Edition
Color	Havana Brown Metallic
Interior	Jet Black
Engine	5.3L Ecotec3 V8 Engine
Fuel Economy	15 CITY / 21 HWY
Fuel Type	Flexible Fuel
Drive	4WD
Transmission	6-Speed A/T
Miles	45,874
Stock#	K1112831A

---



MILEAGE  
**45,874**  
MILES



ENGINE  
DATA  
5.3L  
ECOTEC3  
V8  
ENGINE



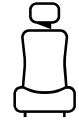
BACK-UP  
CAMERA



EXTERIOR  
COLOR  
HAVANA  
BROWN  
METALLIC



INTERIOR  
COLOR  
JET  
BLACK



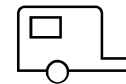
CLOTH  
SEATS



HEATED FRONT SEAT(S)



POWER DRIVER SEAT



TOW HITCH

All Vehicles Tax, title, license, and \$259 dealer service fees (unless itemized above) extra, Not available with special finance or lease offers. MSRP may not reflect actual sales price. Manufacturer Rebates included in total sales price are available to everyone. While we make every effort to ensure the data listed here is correct, there may be instances where some of the factory rebates, incentives, options or vehicle features may be listed incorrectly as we get data from multiple data sources. PLEASE MAKE SURE to confirm the details of this vehicle (such as what factory rebates you may or may not qualify for) with the dealer to ensure its accuracy. Dealer can not be held liable for data that is listed incorrectly.

All Vehicles MPG estimates on this website are EPA estimates; your actual mileage may vary. For used vehicles, MPG estimates are EPA estimates for the vehicle when it was new. The EPA periodically modifies its MPG calculation methodology; all MPG estimates are based on the methodology in effect when the vehicles were new (please see the [Fuel Economy](#) portion of the EPA's website for details, including a MPG recalculation tool).

The features and options listed are for the new 2019 Chevrolet Silverado 1500 LD and may not apply to this specific vehicle.

**Parsons** of Eagle River  
www.ParsonsOfEagleRiver.com



**2019 CHEVROLET SILVERADO 1500 LD LT Z71 XCAB 5.3/A6 4X4**

Standard Equipment For This Vehicle Type  
When Newly Manufactured:

**INTERIOR FEATURES**

- 12-Volt Auxiliary Power Outlet
- 6-Speaker Audio System
- 7-Inch Color Touchscreen Audio
- AM/FM/HD/CD/MP3 Audio System
- Apple Carplay & Android Auto Capability
- Bluetooth Audio Streaming
- Chevrolet Infotainment 3 System
- Cloth Upholstery
- Cruise Control
- Manual Front Seats
- Manual Interior Rearview Mirror
- Power Door Locks
- Power Windows w/Driver Express Down
- Rear Heating/Cooling Vents
- Rear Vision Camera
- Single-Zone Air Conditioning
- Steering Wheel-Mounted Audio Controls
- Tilt Steering Column
- USB Port
- Voice-Activated Audio Controls

**EXTERIOR FEATURES**

- LED Daytime Running Lamps
- LED Headlamps
- Power Heated Exterior Mirrors
- Power Tailgate
- Remote Keyless Entry
- Tailgate/Bed Rail Protection Cap
- Trailer Sway Control

**ENGINEERING FEATURES**

- 4-Wheel Disc Anti-Lock Brakes
- Cruise/Power Grade Braking
- Electric Power Rack & Pinion Steering
- Heavy-Duty Automatic Locking Rear Differential
- Hill Descent Control
- Rancho Monotube Shock Absorbers
- StabiliTrak Stability Control

Engine: 5.3L OHV 16V V8  
 Trans: 6-Speed Automatic  
 VIN Number: 2GCVKPEC5K1112831  
 Stock No.: K1112831A  
 Odometer: 45,874  
 Ext. Color: HAVANAN BROWN  
 Int. Color: JET BLACK  
 Wheelbase: 143.5  
 Length: 230.0  
 Height: 73.9  
 Width: 80.0  
 Seating Capacity: 6

Named a 2017 Consumer Guide Best Buy \*  
 Consumer Guide reports Silverado is a capable,  
 refined truck offering an impressive array of  
 features \* Motor Trend reports Silverado has  
 conventional good looks in a competent  
 package \* Motor Trend reports Silverado is still  
 one of the most popular trucks \* 2018 Kelley  
 Blue Book Best Resale Top Ten \* Consumer  
 Guide credits Silverado with expansive  
 passenger and cargo room; and well-designed  
 technology features \*

Parsons of Eagle River  
 5353 State Hwy 70  
 Eagle River, WI 54521  
 715-479-4461

**Our Price \$30,608.00**

*Striving to do what's best for you!*

CITY MPG	<b>FUEL ECONOMY INFORMATION</b>	HWY MPG
15	0	21

THE RESPONSIBILITY OF THE BUYER TO ADDRESS ANY AND ALL DIFFERENCES BETWEEN INFORMATION ON THIS LABEL AND THE ACTUAL VEHICLE AND/OR ANY WARRANTIES OFFERED PRIOR TO THE SALE OF THIS VEHICLE. Data on this label is compiled from publicly available sources believed to be accurate.

**Call 877-671-3841**

Monday - Friday 8:00 a.m. to 6:00 p.m.  
Saturday 8:00 a.m. to 4:00 p.m.

PLACE STICKER ON CLEAN GLASS | APPLY BETWEEN 0° & 100° F | SPLIT SEAM TO REMOVE BORDER & EXPOSE ADHESIVE

**WISCONSIN BUYERS GUIDE**

Information on this guide is based on what the dealership can find. You may learn more by following the suggestions on the back.

- VEHICLE HISTORY**  
Check all that apply
- Personal use
  - Business use
  - Lease use
  - Rental use
  - Demonstrator use
  - Executive use
  - Titled/transferred to insurance
  - History and use not known
  - Other:

Year, Make, Model: **2019 CHEVROLET SILVERADO 1500 LD LT Z71 XCAB 5.3/A6 4X4**

VIN: **2GCVKPEC5K1112831**

Dealership Name: **Parsons of Eagle River Inc d/b/a Parsons of Eagle River**

Engine: Size	No. Cyl.	Price
5.3L	8	\$30,608.00
Drive Type:	Service Fee	
<input type="checkbox"/> FWD <input type="checkbox"/> RWD <input checked="" type="checkbox"/> 4WD/AWD	\$259.00	
Transmission:	Stock Number	
<input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual	K1112831A	

- TITLE BRANDS**  
Title will have these brands:
- Rebuilt salvage
  - Damage claim paid
  - Flood damaged
  - Manufacturer buyback/Lemon
  - Other:
- WI
- All states titled in:  
WI

- USED VEHICLE GENERAL CONDITION**
- YES NO Heating and Cooling System**
- Engine heating/cooling system problem
- Drive Train**
- Shifting Problem
  - Abnormal noise or vibration
  - Visible cracks or damage to cases or housings
- Electrical System**
- Starting/charging/ignition system problem
- Engine**
- Gasoline  Diesel  Electric  Hybrid
  - Signs of excessive oil consumption
  - Abnormal noise
  - Signs of cracked block or head, or blown head gasket or inoperative turbo
  - Electrical control module problem
  - Abnormal exhaust or engine smoke
  - Belts frayed / missing / or cracked
- Does NOT include timing belt*
- Changed or modified from original manufacturer specification

- VEHICLE EQUIPMENT REQUIREMENTS**  
To safely and legally operate this vehicle on Wisconsin highways, all items listed below must be in proper working condition according to TRANS 305, Wis. Adm. Code.
- | Not Legal                | Legal                               |   |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Brakes System</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Parking Brake   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Service Brake   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Bumpers</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Doors, Hoods, and Trunk Lid</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Emission Equipment</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Dealership inspection does not ensure vehicle will pass state emission test where required. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Exhaust System</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Fenders, Firewall and Floor Pan</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Frame or Structural Portion of Unibody</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Fuel System</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Horn</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Lights</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Restraining Devices and Seats -- air bags/belt</b>                                       |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Speedometer and Odometer</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Steering Components</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Suspension</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Tires and Wheels</b>   |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Windshield, Windows and Mirrors</b>  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <b>Windshield Defroster, Wipers, and Washers</b>  |

- ODOMETER READING**  
*Odometer information will be on your title.*
- ODOMETER READ **45,874** miles when vehicle was acquired. To the best of dealership's knowledge, the reading was:
    - Actual
    - In excess of mechanical limits
  - Not Actual - **WARNING ODOMETER DISCREPANCY**
  - EXEMPT from odometer disclosure because vehicle is model year 2010 or older. Reading is not required.

**WARRANTY & SERVICE CONTRACT INFORMATION**  
Refer to separate document for coverages and exclusions. Dealer disclaims implied warranties of merchantability and fitness for a particular purpose.

**AS IS -- NO WARRANTY.** Unless "Dealership" is checked under Limited Extended Warranty, this vehicle is sold AS IS and the dealer assumes no responsibility for any repairs regardless of any oral statements about the vehicle.

**IMPORTANT:** Ask for all promises in writing. Spoken promises are difficult to enforce. Warranty terms may be negotiable. Terms agreed to on the purchase contract are final.

**Manufacturer Warranty Information**  
(Dealer is not a party to any manufacturer warranty.)

**Original Manufacturer Warranty** (either new or remaining)  
Expiration: \_\_\_\_\_ (date) Transfer fee: \$0.00 (miles, whichever comes first)  
Deductible: \$0.00 Percentage of repair costs to be paid by you: 0 %

**Original Manufacturer Warranty EXPIRED or NOT KNOWN**

**Original Manufacturer Warranty CANCELLED** due to history

**LIMITED EXTENDED WARRANTY/SERVICE CONTRACT** provided by:  Manufacturer  Warranty Company  Dealership  
Duration: **LIFETIME** (months) **UNLIMITED** (miles, whichever comes first)  
Deductible: \$0.00 Transfer fee: \$0.00  
Percentage of repair costs to be paid by you: 0 %  
Warranty term begins on: **DATE OF PURCHASE**

- Fluid**
- Fluid levels low
  - Known or visible leaks, excluding minor seepage
- Gauges and Warning Devices**
- Gauge or device indicating a system problem
  - Gauge, dash lights or device inoperative
- Repaired Damage**
- Corrective welds / knowledge or evidence of repair to strut tower / floor pan / frame / or structural portion of unibody
  - Evidence or knowledge of frame repair or replacement
- Other Equipment** Not Equipped
- ABS Brake System problem.....
  - Cruise control problem.....
  - Air conditioning system problem.....
  - Interior cabin heating system problem.....
  - Power accessory problem.....
  - Sound system problem.....
  - Navigation system problem.....
  - Entertainment system problem.....
  - Spare tire / jack missing.....

Explain all items marked "YES" or "Not Legal"

**"LIFETIME WARRANTY FOR THE DURATION OF OWNERSHIP. SEE DEALER OFR DETAILS"**

"I certify that to the best of my knowledge that the information provided on this guide is accurate"

**Tom Schwern** (Vehicle Inspector - Print Name)  
**Scott Furtak** (Records Inspector - Print Name)

12/31/2024 (Vehicle Inspection Date)

I understand that I will receive a copy of this guide and the dealer will keep the original."

**Buyer signs dealer original at delivery** (Buyer Signature) \_\_\_\_\_ (Date) \_\_\_\_\_

**BUYER'S WINDOW COPY**



ORDINANCE NO. 591

AN ORDINANCE AMENDING SECTION 78-92(a) OF THE CITY OF EAGLE RIVER MUNICIPAL CODE RELATING TO EXCAVATION FEES

**WHEREAS**, the City Council of the City of Eagle River recognizes the need to update excavation fees to reflect current costs associated with permitting, inspection, and repair resulting from excavation activities within the public right-of-way; and

**WHEREAS**, Section 78-92(a) of the City of Eagle River Municipal Code currently establishes the rates and requirements for excavation permits and associated fees; and

**WHEREAS**, it is in the best interest of the City of Eagle River to ensure these fees remain fair, equitable, and sufficient to cover municipal costs associated with excavation work;

**NOW, THEREFORE**, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAGLE RIVER, AS FOLLOWS:

**SECTION 1. AMENDMENT OF SECTION 78-92(a)**

Section 78-92(a) of the City of Eagle River Municipal Code is hereby amended to read as follows:

*(a) Permit required. No person shall excavate in any street, alley, right-of-way or public ground without a permit from the clerk. Permit fees will be established by the Eagle River Common Council.*

**SECTION 4. EFFECTIVE DATE**

This ordinance shall take effect immediately after its passage, approval, and publication as required by law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
JEFFREY A. HYSLOP, MAYOR

\_\_\_\_\_  
BECKY BOLTE, CLERK/TREASURER

Date adopted: \_\_\_\_\_

Date published: \_\_\_\_\_

Date effective: \_\_\_\_\_





## Robin Ginner

---

**From:** Ruechel, Adam <aruechel@rwbaird.com>  
**Sent:** Monday, December 2, 2024 11:36 AM  
**To:** Robin Ginner  
**Subject:** Debt Management Policy Updates

Hey Robin,

I hope you had a great Thanksgiving holiday.

Brad and I were chatting this week and in reviewing the debt management policy we worked on in summer have some recommended alterations due to the work we have been doing recently for the City.

On Page 2 of the policy the section highlighted below we are recommended be change:

**Guidelines for Use**

Debt is a financing tool which should be used when the City has legal, financial and market debt capacities and will be considered when some or all the following conditions exist:

- The City will consider all available financing tools for funding projects including interfund borrowing, use of fund reserves, State of Wisconsin Trust Fund loan program, external financing, and lease-purchasing.
- Financing of certain equipment or projects with long-term debt (10 to 20 years) is undertaken annually or every two to three years.
- Pay as you go financing will be used to fund general capital projects whenever feasible.
- **When bonds or promissory notes are the desired financing vehicle, the issue will be bid competitively.**
- The term of the financing will not exceed the useful life of the capital project, facility or equipment financed.

The recommended verbiage change would be:

**When bonds or promissory notes are the desired financing vehicle, the city will select the best method of sale in consultation with outside professionals.**

This will allow the city to leverage multiple financing options and also to utilize multiple methods such as competitive, negotiated, and other options such as state trust fund loans, banks, etc.

On page 10 of the policy the highlighted section we are recommending this section be moved out of the Debt Management Policy and added into a procurement policy that I could work with you on in 2025 to be adopted by the common council as it is more appropriate to be found within that policy vs the debt management policy as you would follow this process for any contracted provider.

### Selecting and Retention of Service Providers

The city recognizes the nature of the municipal bond industry such that specialized consultants may need to be retained. The City Administrator, or designee, is responsible for establishing a solicitation and selection process for securing professional services that are required to help implement the City's debt management policy. The following contract advisors can be maintained for the City:

- Underwriters
- Bond Counsel
- Special Counsel
- Financial Advisor

Professional financial consultants in connection with the City's debt management policy may be chosen through a request for qualifications process. If this process is used, the request for qualification process will be designed to select providers that offer the city the best combination of expertise and price. The objectives of the process will be to:

- Promote competition.
- Be as objective as possible.
- Incorporate clear and rationale selection criteria.
- Be independent of political influence.
- Be perceived as fair by the respondents.
- Result in cost-effective transaction.
- Result in the selection of the most qualified firm(s)

The city is not required to select the firm offering the lowest price. However, in cases where the lowest bidder is not recommended, the City Administrator, or designee, must provide a justification for the recommendation. All contracts will be approved by the City Council.

Let me know if you have any questions.

### Adam M. Ruechel

Vice President

Public Finance

Office Phone (920) 433-7373 | Cell (920) 265-8894



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## Debt Management Policy-City of Eagle River, WI

Date Last Updated: July 2024

### **PURPOSE**

The purpose for the Debt Management Policy is to provide a general framework for the use, management and reporting of the City's debt financing. The primary objective of the policy is to establish conditions for the use of debt and to create policies that minimize the City's debt service and issuance costs, retain a high credit rating in the financial community, and to maintain full and complete financial disclosure and reporting. In addition to adhering to this Debt Management Policy, the City's financing will also be in compliance with applicable Federal law, U.S. Securities and Exchange Commission (SEC), Wisconsin State Statutes, City Code, and other regulatory requirements.

### **Reason for Policy**

The City's Debt Management Policy is the guideline for City staff to use in recommending debt to assure the community that the City is well-managed, financially sound, and to obtain financing at the lowest cost. It will be the responsibility of the City Administrator, or designee, to recommend debt on behalf of the City. Upon City Council approval, the City Administrator, or designee, will coordinate to ensure that all financings are issued in full compliance with related laws and regulations. Any substantive modifications made to this policy must be approved by the City Council.

### **Definitions:**

**Arbitrage:** According to 26 U.S. Code 148, arbitrage is related to the use of tax-exempt proceeds for reinvestment in higher yield taxable securities and the excessive accrual of interest revenue from bond proceeds.

**Capital Improvement Plan (CIP):** A multi-year financial planning tool that identifies capital projects for the City. The CIP is the primary tool used to plan for debt.

**Capital Projects:** The acquisition, creation, or improvement of City land, buildings, equipment, and infrastructure with a useful life of greater than one year and a minimum threshold of \$5,000.

**Conduit Financing:** A bond or other debt obligation issued by the City to finance a project for use by a third party. The term "conduit" refers to the fact that the City assumes no commitment to pay or guarantee payment of the debt service underlying the debt.

**Continuing Disclosure:** According to the SEC Rule 15c2-12, continuing disclosure consists of important information about a municipal bond that arises after the initial issuance of the bonds. This information generally reflects the financial health or operating condition of the City as it changes over time, or the occurrence of specific events that can have an impact on key features of the bonds.

**General Obligation (G.O.) Bonds:** Debt issued by the City to finance any project undertaken for a public purpose. General obligation bonds are backed by the full faith and credit of the city.



## Debt Management Policy-City of Eagle River, WI

Date Last Updated: July 2024

**Industrial Development Revenue Bonds (IDRB):** Securities issued by the City, providing long term, below-market rate financing of capital requirements for new and expanding industrial and commercial facilities.

**Promissory Note:** A signed document containing a written promise to pay a stated sum to a person or institution at a specific date or on demand.

**Refunding Bond:** A bond that retires another bond before the first bond matures. Primarily used due to a decline in the interest rates.

**Revenue Bonds:** Bonds issued to finance public utilities or projects with a dedicated revenue stream. Repayment is made from the revenues generated. Revenue bonds give the City the ability to recover the cost of a project from beneficiaries of the project or users of the facility.

**State Trust**

**Fund Loans:** The Board of Commissioners of Public Lands (BCPL) of the State of Wisconsin has funds available to loan to Wisconsin cities. These "trust funds" are derived primarily from the sale of public lands and from penal fees.

### Guidelines for Use

Debt is a financing tool which should be used when the City has legal, financial and market debt capacities and will be considered when some or all the following conditions exist:

- The City will consider all available financing tools for funding projects including interfund borrowing, use of fund reserves, State of Wisconsin Trust Fund loan program, external financing, and lease-purchasing.
- Financing of certain equipment or projects with long-term debt (10 to 20 years) is undertaken annually or every two to three years.
- Pay as you go financing will be used to fund general capital projects whenever feasible.
- When bonds or promissory notes are the desired financing vehicle, the issue will be bid competitively.
- The term of the financing will not exceed the useful life of the capital project, facility or equipment financed.

**Commented [RG1]:** The recommended verbiage change would be:

*When bonds or promissory notes are the desired financing vehicle, the city will select the best method of sale in consultation with outside professionals.*

### Types of Permitted Debt:

The city may utilize several types of municipal debt obligations to meet its financing objectives. All long-term debt financing shall be approved by the City Council. A list of the types of permitted debt for the city and the general guideline for their use is as follows:

#### General Obligation Debt

General obligation debt is authorized to be issued by the City in the following variations: promissory note, State Trust Fund loan, refunding bonds, and corporate purpose bond. The



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term of general obligation debt is limited to 20 years from the original date of issuance.

### *Legal Debt Capacity*

In accordance with Wisconsin Statutes, total general obligation indebtedness of the City shall not exceed 5 percent of the equalized value of taxable property within the City's jurisdiction. The City's goal is to maintain a ratio of not more than 50 percent of the legal debt limit.

### *Net Direct General Obligation Debt/Full Value*

The goal of the City Council is to maintain a per capita general obligation debt ratio in the range of 2-4%. Sustaining this ratio will ensure that adequate resources are available to repay outstanding long-term general obligation debt, without an undue burden on the community.

The general obligation debt ratio is measured by total outstanding general obligation long-term debt as of December 31 of each year, compared to the most recent year's equalized value. In planning capital projects and proposed financing, the effect on this ratio should be considered. General obligation debt supported by funds other than general obligation property tax revenues will not be included in this ratio. It shall be the responsibility of the Finance Department to calculate the general obligation debt ratio annually.

### *Debt Service/Total Revenues*

The goal of the City is to not exceed a maximum 10 percent ratio of property tax supported debt service costs to total governmental fund revenues. This will ensure that the city maintains its ability to repay outstanding debts.

This ratio will be measured by annual property tax supported debt service cost in relation to annual revenues for all governmental funds. A maximum ratio of ten percent is desired, and future borrowing will be structured to maintain this ratio. General obligation debt supported by funds other than general property tax revenues will not be included in this ratio. This will be calculated after the annual audit by the Finance Department.

### *Debt Service Levy/Total Levy*

The annual debt service levy goal is a maximum of 20 percent of total property tax.

### *Debt Service Repayment*

The goal is to repay the City's general obligation debt within ten years, while debt from equipment is repaid within five years.

### *Debt Service Reserves*

Debt service reserves will be established by bond ordinances to adequately meet debt service requirements as required.

### *Conduit Financing*

The City may sponsor conduit financing to a third party for those activities and projects that have a public purpose and are consistent with and benefit the City's [Strategic Plan](#). The projects, including economic development projects, health facilities projects, and infrastructure projects, must benefit the strategic initiatives of one of the following five goals:



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- Ensuring financial sustainability.
- Consistently delivering quality municipal services.
- Promoting economic vitality.
- Connecting community members.
- Considering future generations.

### *City's Role*

Conduit debt is not included in the City's debt burden and is secured solely by the revenues of the third party. Principal and interest on conduit debt is paid solely from the net revenues of the project. Issuance of this debt does not constitute a general obligation of the city. The Finance Director, or designee, may impose a debt management fee on the borrower. All conduit financing must insulate the city completely from any direct credit risk or exposure. The City Administrator, or designee, will be responsible for approving any conduit debt on behalf of the City before submitting it to the City Council for approval.

### *Borrower's Role*

The obligated borrower will be responsible for paying all bond sale costs associated with the financing, including any debt management fee imposed by the city. The obligated borrower will also be responsible for funding any debt reserve requirement, if applicable. The obligated borrower is also responsible for providing a letter of credit from their bank to the Treasurer, or designee, prior to the debt being issued.

### Industrial Development Revenue Bonds (IDRB) and Tax-Exempt Mortgage Financing

[Chapter 66.521](#) of the Wisconsin State Statute permits municipalities to assist enterprises with business and industrial interests wishing to locate in the city through industrial development revenue bonds and tax-exempt mortgage financing. The minimum bond amount shall be \$3 million, and the maximum bond amount shall be \$10 million per borrower. All IDRB's shall be limited obligations of the City. The borrower is solely responsible for principal and interest repayment.

Because the interest on IDRB's is exempt from federal tax, the interest rate on this type of financing is generally lower than conventional debt financing. Proceeds from the IDRB may be used to finance fixed assets and qualified costs associated with bond-financed projects.

### *Additional Requirements*

#### *Staff Review*

The City Administrator and the Treasurer shall review the IDRB request. It is the duty of the prospective bond seller to initiate the staff review and to meet with and provide information necessary to complete the review. Basic information which must be provided, but not limited to, includes details of the proposed project, construction timetables, proposed revenue agreement for method of paying bonds and interest together with security for such payment, and if available, a commitment to purchase or underwrite the bonds from an appropriate financier.



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### Minimum Requirement

The City shall not consider a bond issue in which the bond sale is less than \$3 million.

### Required Fees

The bond seller shall be required to pay a \$2,000 non-refundable application fee to the City, or designee, prior to the staff review of the project. This \$2,000 shall become the property of the City upon its receipt and will not be returned for any reason, including failure of the City Council to adopt the bond resolution. This \$2,000 payment shall be considered as reimbursement of direct City expenses relating to the bond issue and may be used by the City to offset costs of printing, postage, and mailing, duplicating, clerical costs and staff time. In addition to the \$2,000 fee, the bond applicant is responsible for all direct out-of-pocket costs and legal fees.

### Tax Exempt Entities

During the term of the bond, any entity exempt from property taxes will be required to make a payment in lieu of taxes to the Finance Department for the City's share of taxes on the assessed value of the improvements on the property.

### Revenue Bonds

[Chapter 66.066](#) of the Wisconsin State Statute governs the issuance of revenue bonds. The term of revenue bonds is limited to 40 years from the original date of issuance.

### *Revenue Bond Uses*

Revenue bond issues must be applied solely for purchasing, acquiring, leasing, constructing, extending, adding to, improving, conducting, controlling, operating, or managing a public utility, and in the payment of the cost of any subsequent necessary additions, improvements, and extensions.

### *Interest Payments*

Interest on the revenue bonds shall be paid to the bondholders according to the interest schedule set by the debt schedule. Payment of principal on the revenue bonds shall start no later than three years after the date of issue, or two years after the estimated date that the project will be completed, whichever is later.

### State Trust Fund Loans

The Board of Commissioners of Public Lands (BCPL) may loan funds to the City for any project undertaken for a public purpose consistent with the purposes allowed for issuance of general obligation or revenue bonds. State trust fund loans shall be considered by the City when the interest rate offered makes the cost of borrowing less than or comparable to external financing notes or bonds after considering the cost of issuance.

### *State Trust Fund Loan Uses*

The City may use general obligation state trust fund loans of 10 years or less to facilitate the performance of the city, including operations and maintenance.

The City can also use general obligation state trust fund loans greater than 10 years for the financing or refinancing of public purpose projects including, the acquisition, leasing, planning,





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design, construction, development, extension, enlargement, renovation, rebuilding, repair or improvement of land, waters, property, highways, buildings, equipment, or facilities.

General obligation state trust fund loans can also be utilized as a source of funding for economic development projects. Loans include pass-through loans for private development, funding development incentives, TID infrastructure loans, land acquisition, and development for business parks.

The term of general obligation state trust fund loans is limited to 20 years from the original date of issuance.

### *State Trust Fund Loan Payments*

If the City has an active general obligation state trust fund loan, annual payments are due to the BCPL annually by March 15. Loans funded between September 1 and March 14 do not have a payment scheduled for the following March 15.

### *State Trust Fund Loan Prepayments*

The Finance Department may make prepayments without penalty after January 1 and before August 31 annually, with 30 days prior written notice.

### *Other Obligations*

There may be special circumstances when other forms of debt are appropriate and if their use is necessary or advantageous to the city. Their use may be evaluated by the City Administrator, or designee, on a case-by-case basis. If other types of debts are utilized, applicable state and federal guidelines shall be followed.

### **Bond Record Retention**

The Finance Department shall keep all records in compliance with the rules and regulations applicable to bonds pursuant to code and law including:

#### *Records*

- The transcript of proceedings (the official "record book").
- Information showing how the proceeds of the bonds, including investment earnings on the bonds, are spent, which may include invoices and checks or other variable information.
- Records regarding the use of the project or prior project, including any private business use.
- Records, certifications, and opinions relating to any change of use of the project or prior project, including remedial action certificates and opinions.
- Documentation pertaining to any investment of proceeds of the bonds (bank or account statements, confirmations for the purchase and sale of securities, yield calculations for each class of investments, actual investment income received on the investment of proceeds, guaranteed investment contracts and rebate calculations).

#### *Retention: Final Payment*

The Finance Department shall retain such records until at least three years following the final payment of the bonds or the final payment of any issue or issues of tax-exempt bonds or notes refunding the bonds.



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### *Retention: Refunding*

If the bonds are refunded in the future, the Finance Department should keep the above information until three years after final redemption of the refunding obligations.

### **Arbitrage**

Arbitrage rebates are paid to the government to prevent several problems from occurring including: the issuance of more bonds than are necessary; to prevent the issuance of bonds earlier than is necessary; to prevent bonds from remaining outstanding longer than is necessary.

The City shall use bond proceeds only for the purpose and authority for which the bonds were issued. In most circumstances, the city will want to avoid arbitrage rebates and will follow the following exemptions. However, in some circumstances the city may want to pay the arbitrage rebate. The reasons for paying the arbitrage rebate will be outlined by the Finance Department when issuing bonds.

### *Exemptions*

Under 26 U.S. Code 148, exemptions for arbitrage rebate that the City should follow includes:

#### Small Issuer Exception

- The issue is issued by a governmental unit with general taxing powers.
- The aggregate face amount of all tax-exempt bonds issued by the City during the calendar year is not to exceed \$5 million.
- No bond which is part of such issue is a private activity bond.
- At least 95 percent of the net proceeds of such issue are to be used for local government activities by the issuer.
- Spending (spend down) Over \$5 Million Exceptions
  - 6 months – 10 percent of bond proceeds
  - 12 months – 45 percent of bond proceeds
  - 18 months – 75 percent of bond proceeds
  - 24 months – 100 percent of bond proceeds (If the City can spend down 95 percent of the bond within the 24 months, the City shall have 36 months to spend down 100 percent of the bond)
- "Bona fide" debt service funds, subject to a limit of \$100,000 on annual earnings in the case of private activity bonds or governmental bonds that do not have a fixed rate of interest and a maturity of at least five years
- Payment of 1.5 percent penalty in lieu of arbitrage rebate no later than 90 days after the end of the spending period to which it relates.
- Proceeds invested in tax-exempt obligations.

### *Spend Down Schedules and Exceptions*

During the process of issuing any type of debt, the Finance Department working with the project manager will provide spend down estimates of the debt. The Finance Department is also responsible for monitoring the actual spending of the debt and exercise best efforts to spend down bond proceeds in such a manner that the city will meet one of the spend-down exemptions from arbitrage rebate.



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Spend down exceptions provide for the majority, 95 to 100 percent, of the bond proceeds to be spent down within two years of the issuance of debt. The specific date of the spend down goal shall be the settlement day/close date of the debt.

### *Reporting*

All the City's tax-exempt issues, including lease purchase agreements, are subject to arbitrage compliance regulations. In accordance with IRS recommended practices, the Finance Department shall calculate arbitrage rebate computations no later than each five-year anniversary date of the issuance of the bond and at the final maturity for all bonds.

If any arbitrage rebate liability exists, the Finance Department shall report such liability in the year-end financial statements.

### *Arbitrage Rebates*

Arbitrage rebates were created as a financial disincentive to prevent abuses. According to 26 U.S. Code 148, the arbitrage rebate will be treated as meeting the requirement only if an amount equal to the sum of the excess of the following is paid to the United States by the issuer:

- The excess of the amount earned on all non-purpose investments and any income attributable to the excess amount earned.
- The amount which would have been earned if such non-purpose investments were invested at a rate equal to the yield on the issue.

### *Due Date of Arbitrage Rebate Payments*

The amount which is required to be paid to the Internal Revenue Service (IRS) by the Finance Department, or financial consultant, shall be paid in installments which are made at least once every 5 years. Each installment shall be in an amount which ensures that 90 percent of the required amount is paid. The last installment shall be made no later than 60 days after the day on which the last bond of the issue is redeemed and shall be in an amount sufficient to pay the remaining balance that the city is required to pay.

A series of issues which are redeemed during a 6-month period shall be treated as one issue for purposes of the preceding sentence if no bond which is part of any issue in such series has a maturity of more than 270 days or is a private activity bond.

In the case of a tax and revenue anticipation bond, the last installment shall not be required to be made before the date 8 months after the date of issuance of the issue of which the bond is a part.

### *Continuing Disclosure*

The City's debt obligations are subject to SEC Rule 15c2-12 (Rule), which regulates the timing and production of disclosure documents by brokers, dealers and underwriters of the City's securities.

### *Dealer's Requirements*

The Rule requires dealers, when underwriting certain types of municipal securities, to ensure that the City, which is issuing the bonds, enters into an agreement to provide certain information to the Municipal Securities Rulemaking Board about the securities on an ongoing basis.



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### *Required Information*

Continuing disclosure agreements must require the following information:

#### Annual Financial Information

- The City's financial information and operating data as included in original official statement.
- The City's audited financial statements

#### Event Notices

Notice of any of the following 14 listed events with respect to the City's debt obligations must be reported within 10 business days:

- Principal and interest payment delinquencies.
- Non-payment related defaults.
- Unscheduled draws on debt service reserves reflecting financial difficulties.
- Unscheduled draws on credit enhancements reflecting financial difficulties.
- Substitution of credit or liquidity providers, or their failure to perform.
- Adverse tax opinions or events affecting the tax-exempt status of the security.
- Modifications to rights of security holders.
- Bond calls and tender offers.
- Defeasances.
- Release, substitution, or sale of property securing repayment of the securities.
- Rating changes.
- Bankruptcy, insolvency, or receivership.
- Merger, acquisition, or sale of all issuer assets.
- Appointment of successor trustee

The following events with respect to the City's debt obligations can be voluntarily reported within 10 business days:

- Amendment to continuing disclosure undertaking.
- Change in obligated person.
- Notice to investors pursuant to bond documents.
- Certain communications from the Internal Revenue Service.
- Secondary market purchases.
- Bid for auction rate or other securities.
- Updates to capital or other financial plans.
- Quarterly strategic plan updates.
- Litigation/enforcement action.
- Change of tender agent, remarketing agent, or other on-going party.
- Derivative or other similar transaction.
- Other event-based disclosures

### *Exemptions*

Continuing disclosure generally is not required for an issue if:

- The entire issue is for less than \$1 million.
- The bonds are sold to investors in units of no less than \$100,000 and are sold to no more than 35 sophisticated investors.
- The bonds are sold in \$100,000 minimum denominations and mature in nine months or



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less from initial issuance.

- The bonds were issued prior to July 1995 (or prior to December 1, 2010, for certain "puttable" securities.)

### *Electronic Municipal Market Access (EMMA)*

EMMA provides free online access to disclosure information for municipal obligations. The Finance Department, or contracted financial consultant, must provide continuing disclosure documents electronically to the Municipal Securities Rulemaking Board through EMMA annually by the date specified in the continuing disclosure agreement, generally within 365 days of the year end.

### *Contracted Financial Consultant*

The City may contract with a financial consultant to help comply with its continuing disclosure agreements, certificates and undertakings associated with each issue of securities subject to the Rule.

### *Reporting*

In the event for which an event notice is to be filed, the Finance Director, or designee, shall provide disclosure information related to the event to EMMA, as required.

### **Selecting and Retention of Service Providers**

The city recognizes the nature of the municipal bond industry such that specialized consultants may need to be retained. The City Administrator, or designee, is responsible for establishing a solicitation and selection process for securing professional services that are required to help implement the City's debt management policy. The following contract advisors can be maintained for the City:

- Underwriters
- Bond Counsel
- Special Counsel
- Financial Advisor

Professional financial consultants in connection with the City's debt management policy may be chosen through a request for qualifications process. If this process is used, the request for qualification process will be designed to select providers that offer the city the best combination of expertise and price. The objectives of the process will be to:

- Promote competition.
- Be as objective as possible.
- Incorporate clear and rationale selection criteria.
- Be independent of political influence.
- Be perceived as fair by the respondents.
- Result in cost-effective transaction.
- Result in the selection of the most qualified firm(s)

The city is not required to select the firm offering the lowest price. However, in cases where the lowest bidder is not recommended, the City Administrator, or designee, must provide a justification for the recommendation. All contracts will be approved by the City Council.

**Commented [RG2]:** On page 10 of the policy the highlighted section **Baird is recommending this section be moved out of the Debt Management Policy and added into a procurement policy that would be developed and adopted by the common council in 2025 as it is more appropriate to be found within that policy vs the debt management policy as you would follow this process for any contracted provider.**



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### **Credit Ratings**

With any changes in the City's credit ratings, the Mayor, City Council, and the City Administrator will be notified by the Treasurer.

### *Rating Agency Relationships*

The City Administrator and Treasurer are responsible for maintaining relationships with the rating agencies that currently assign ratings to the City's various debt obligations. This effort shall include providing periodic updates on the City's financial condition along with coordinating meetings in conjuncture with a new debt issuance.

### *Use of Rating Agencies*

The City Administrator or Treasurer will be responsible for determining whether or not a rating will be requested on a particular financing and which of the major rating agencies will be asked to provide such a rating.





# CITY OF EAGLE RIVER MONTHLY POLICE CHIEF'S REPORT

December 2024

**Presented to:** Mayor Jeffrey Hyslop and the City of Eagle River Common Council

**Prepared by:** Chief Christine Dobbs

## CURRENT ACTIVITY:

During the month of December our officers investigated 110 offenses. A total of 4 cases were cleared by arrest or referred for prosecution. A total of 7 new cases were added to our active investigation caseload. A total of 2 cases were placed in inactive status and 0 incidents unfounded. The remaining cases have been closed without arrest or referred for review to the District Attorney, Juvenile Intake or another agency. Our active investigation caseload is presently 46 cases under continued investigation. In addition to calls with sufficient detail to report below, the following reflects the numbers and types of calls for service:

Alarm	2	Lost or Found Property	2
Ambulance or Medical Assist	5	Noise Complaint	1
Assault No Weapon, Agg Injury	1	Parking Problem	4
Animal Problem	1	Property Damage/Non-vandalism	2
Agency Assist	2	Probation/Parole Violation	2
Bail Jumping	1	Suspicious Person/Circumstance	11
Citizen Dispute	5	Property Watch	1
Citizen Assist	14	Search Warrant	3
Criminal Mischief	1	Traffic Accident, NonRep	4
ContSubst/Sale/Manu Synthetic	1	Traffic Accident, Prop Damage	4
Unattended Death	2	Traffic Hazard	3
Disorderly Conduct	5	Threatening	1
DUI Alcohol or Drugs	3	Traffic Offense	11
Domestic Violence Offense	2	Theft, Property, Other	3
Fire	1	Theft, Property, Vehicle Parts	1
Information	3	Utility Problem	3
Juvenile Problem	4	Welfare Check	8

A total of 25 traffic stops were conducted resulting in a total of 26 citations or warnings being issued. The following reflects the numbers and types of citations or warnings being issued:

Display False Registration	1	Operate after suspension	2
Driving too fast for conditions	2	Operate MV w/o insurance	1
Exceed zones and posted limits	9	OWI 1 <sup>st</sup> Offense	2
Non-registration auto	2	Prohibited Alcohol Concentrate	2
No tail lamp/defective	1	Operate Vehicle w/improper headlights	1
Nonfunc headlight	1	Unsafe lane deviation	1
Operate after revocation	1		

Our department took 4 people into custody and booked them into the Vilas County Jail.

Respectfully submitted,

*Christine Dobbs*



## Current Report

### Assistant Chief's Report – Adam Ross

In the month of December Officer Brault put together a great case start to finish including multiple agencies and search warrants leading to two arrests which should end up sending two felons back to prison. It showed great case management and decision-making skills for a young officer.

There was a bit of a setback with the Law Enforcement Mental Health and Wellness Act (LEMHWA) grant. When we first applied for the grant the application included a list of potential speakers to bring in. After the grant was awarded we spent a couple months finding out who off of that list would be available when and getting a schedule set, only to find out the speakers did not fit what LEMHWA was looking for and we needed to start over with this portion of the grant. A meeting is coming up later in January to clarify exactly what credentials the speakers need to have and point us in the direction the grant wants to see. We do have some highly accredited speakers interested so hopefully we can move ahead faster than before.

Overall a lot of progress was made in 2024 towards succession planning. Command College is going well and the open Patrol Sergeant position has been officially posted so we can start the process to backfill that slot.

## *City Administrator's Report*

December 2024

Submitted by Robin Ginner

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### *Admin/General*

Overall, it was a fairly quiet month. I took two weeks off during the holidays to host family and friends, but happy to be back to my normal routine (and my clean house!).

I included an article from the 1/8/25 News Review (appendix A) that reports MSA has a new CEO. I checked in with Phil to see if any changes were expected or if there was anything we should be aware of. He responded that no changes are expected, and that he thought the new CEO would be a great replacement for the company.

As we look out our windows to another meager snow year, I reached out to Tammy Baldwin's office to see if there was anything she had sway over to help our local businesses in winters when the snow just doesn't come. She's working on a Winter Recreation Small Business Recovery Act that is similar to the low interest loans extended to businesses during the pandemic. I shared the information with the Chamber, ERRP and Vilas County Economic Development so they're aware of her efforts in case winter really doesn't come again this year. Hopefully we'll hear something positive on this bill this year. In the meantime, Think Snow!

### *Departments/Committees/Commissions*

**Airport** – We changed a number of addresses at the Airport but had to back pedal on a couple because they serve as businesses that are registered with the FAA. I worked with the hangar owners, and we adjusted those addresses, and otherwise, everything is quiet and finalized over there.

**Golf Course** – The individual who vandalized the golf course in July 2024 had her final hearing in Vilas County court on Jan. 6<sup>th</sup> with Judge Milanowski. She pleaded guilty to the charges – which I was happy that at least she acknowledged responsibility – but her sentencing was pretty light (in my opinion): Ordered to pay restitution for our insurance deductible (\$1,000), time served of one day in jail, and the misdemeanor conviction. It will be up to our insurance company if they wish to try to recover their expenses for the damages they paid.

I thought I had an electrician lined up for the work in the clubhouse, but he keeps putting us off – I can't even get an estimate from him. I think I'm going to just create a bid packet and put it out for bid so we can get this completed. I know these contractors are busy, but this is getting ridiculous.

Zmek Excavation is lined up for the work at the clubhouse to level the kitchen. We cut them a check for a 50% deposit, and the work will be done in January. A huge thank you to Moe for finding Zmek and getting them into the crawl space and coordinating the estimate.

I've removed the Golf Course updates from Tony and Kyle from the January agenda because they really don't have much going on right now. They'll be back on the agenda in February when we will plan to discuss succession planning for the Golf Pro position.

**Public Works** – Moe is back to work full time as of January 2<sup>nd</sup>. I appreciate Rick filling in for him during his leave!

Moe found a used pick-up truck at Parson's to replace the one for Jared's Parks duties. The total cost is approximately \$31,000, which was included in my capital improvement budget presented in December 2024. It is a 2019 half-ton Chevy with 45,000 miles. It's a four door with a 6.5' box, new tires and they're making sure the brakes are solid as well. Moe and Tom took a look at it a couple times and they feel it's a good truck for the money. They were hoping for an 8' box, but didn't feel they could find a used one that wasn't already beat-up. Jared is confident the 6.5' box will work for him. We're waiting for the final paperwork from Parsons to be presented to the Council on Tuesday. We have plenty of money in reserve to be able to pay cash for this. I would recommend doing that since we will be adding more money to that account from excess 2024 funds once all of the taxes are paid and reconciled.

**DPW report on December activities attached to this report (appendix B)**

**Room Tax Commission** – The Commission met for their final meeting in December. They approved the Ad & Promo budget from the Chamber and discussed the upcoming year's revenue and how it may affect the grant program. I'm still waiting for a response from Washington and Lincoln on whether we want to proceed with an increase in room tax, or if we just want to go with the grant program for municipalities. Our next meeting is in March.

**Zoning/Planning** – I received a conditional use permit application from the developer building the apartments on South Wall Street at 45/70. Instead of building two more buildings, they're proposing an additional four! That will provide 84 new apartment units in the City! WEDA provided us with an employment study two years ago, and they noted that our area would need approximately 70-80 new housing units to support growth. So, 84 units in one development is a good addition to our community.

I have a number of easement requests submitted to Greg Maines – one for Silver Lake Road where it encroaches on private property at the corner of Sheridan, one for where Rotary Square encroaches on the Holperin property for Grandma's Toy Box, and one to finalize the transfer of streets from Lincoln over to the City. I've reminded Greg a couple of times. We were supposed to have the info in mid-December, but still nothing. I've reminded him again, so hopefully we will have the information available to approve them in February.

We had a lot of complicated addressing in December with the establishment of the Riverdale subdivision, addressing at the new apartment development, the airport, and un-snarling some addressing issues at the old Eagle Theater and Grandma's Toybox buildings on Wall Street. But Adam Grassl at the County, and his addressing coordinator, helped out tremendously and everything is finalized at this point. Adam Grassl is going to present the County's addressing ordinance to the Planning Commission for consideration if we want Eagle River to be included.

The Planning Commission, among other items, will be reviewing a draft resolution for the Council to approve regarding the potential development of the Riverside Park property on West Division Street. We will also be looking at a Short-Term Rental ordinance that Becky put together (a major undertaking on the heels of her airport taxation project!). I believe she modeled it after the County's ordinance so there's continuity throughout Vilas County. We will also be looking at a conditional use permit for Abundant Life church to develop a community center in a residential dwelling next to the church. Concerns have been raised as the house is

currently on a septic system, and one of the conditions would be to tie into the City's sanitary sewer system.

## 2025 Projects

**Dog Park/Elm Drive Parcel Sale** – The last of the two parcels have closed and that part of this project is complete. I will be creating a bid packet for the fencing

**Silver Lake Herbicide Monitoring** – Monitoring samples were collected post-treatment by members of the lake association. Preliminary results from the lab show that the active ingredient in ProcellaCOR, the herbicide used to address the Eurasian Water Milfoil growth, was maintained at good levels within application areas for 24 hours, with uniform mixing by 4 days after treatment. By 7 days, post-treatment, concentrations were near or below detection limits. The grant application for further monitoring and hand-harvesting was submitted to the DNR, and we should know by March if we are successful with this latest ask. The report from Onterra is attached (appendix C)

**Spruce/Third Street Project** – In your packet is an abundance of information regarding this project and the utility infrastructure. We have provided three options to be considered. A fourth option would be to eliminate the entire project. The first option is to undertake the entire project as originally planned; cost to the City of approximately \$1.25 million. The second option would be to replace Third Street only; the cost to the City would be approximately \$650k. The third option would be to do a pavement overlay for the entirety of the project area (like we did on Silver Lake) to smooth out the ride, and line the sanitary sewer pipes as recommended by Aqualis; cost to the City for option three would be approximately \$1.1 million with 80% of that cost in low interest subsidized DNR loans. Phil from MSA will be on-site and we can talk through our options and make the best decision for the City.

We had Aqualis televise the storm sewers, and while there are some breaches and cracks throughout the system, there is no evidence of a 40' wholesale collapse of the storm sewer along Spruce Street. There was one small section with few feet that couldn't be televised because of a kink in the line, but it's not collapsed or broken. I'm not sure where we got the impression that there was a break in the storm sewer, but the televising and photos do not show that.



## MSA welcomes Nick Wagner as new CEO

MSA Professional Services, Inc. (MSA) announced the transition of Nick Wagner, PE, to the role of chief executive officer effective Jan. 1.

Wagner succeeds former CEO Gil Hantzsch, PE, who will serve in a strategic advisory capacity until his retirement in late 2025. This planned transition maintains MSA's success in delivering top-tier client service and quality projects to communities across the country.

Wagner first joined MSA as a co-op student in 2004 and as a summer intern in 2005. He was hired full-time in 2006, moving to the company's Dubuque office location where he was promoted to the role of team leader in 2012. In 2013, growth of the organization's Quad Cities team led Wagner to relocate to Bettendorf, Iowa, to guide growth and development initiatives in the greater eastern Iowa-western Illinois region, after which he was promoted to the role of Illinois program manager in 2017. In 2018, Wagner was appointed an ESOP trustee for MSA — an acting fiduciary and overseer of the company's employee-owned S-Corporation trust. In 2019, he was elected



MSA CEO Nick Wagner

to the company's board of directors, and in 2020 promoted to senior vice president of the Buildings service line, where he guided the strategic growth and pursuits of the firm's vertical infrastructure division from Kiel, Wis. Wagner was selected as the company's CEO-elect as announced publicly in August 2024.

Wagner holds a bachelor's degree in environmental engineering from the University of Wisconsin-Platteville, from which he was honored with an Outstanding Alumni Award in 2021. He is a licensed professional engineer in Florida, Georgia, Illinois, Iowa, Michigan, North Carolina and Wisconsin, a graduate of the American Council

of Engineering Companies (ACEC) Senior Executives Institute (Class of 2019), and a member of the ACEC Coalition of American Mechanical and Electrical Engineers (CAMEE).

Throughout his career, Wagner has demonstrated consistent success through strong client relationships and servant leadership, supporting clients throughout the firm's footprint, and establishing strong professional relationships across the industry.

"I am incredibly honored and enthusiastic to step into this role," commented Nick Wagner, MSA CEO. "Gil and I have been working together to ensure a smooth transition of leadership and lay the groundwork for the next phase of MSA's journey as a thriving employee-owned firm. I'd like to thank Gil for his exceptional tenure of leadership and look forward to working with him in an advisory capacity in the coming months. MSA has been the cornerstone of my professional career. I am steadfast in my loyalty to its success and committed to continuing the firm's tradition of excellence in the years to come."



# Appendix B

D.P.W.

DECEMBER

1. Locates
2. SALT Delivered - Pushup in Salt shed
3. SERVICE GRADER, DUMP TRKS, LOADERS, TRACKLESS
4. SNOW - Pickup streets + Plow outline AREAS 3 Times. LW Helped
5. Pickup DEAD DEER - 3 of them
6. Put sign in Riverview PARK by CHRISTMAS TREE  
TREE DONATED By DIANE + VERN KRAMER
7. SALT + SAND streets
8. Clean SHOP
9. SHovel sidewalks at City Hall + Eagle Square
10. WASH Equipment
11. TRIM BRANCHES Along sidewalks
12. Change HYDRAULIC HOSES ON SANDER TRUCK
13. SEWER Calls - 431 TAMARACK STREET - Sand in Main Line  
from when Boring Company hit lateral -  
345 North 2<sup>ND</sup> street - Ran Main (OK) His own lateral
14. Put STAY BACK 200' stickers on Dump TRKS
15. Replace Bolt + SPACER on loader Wing
16. Haul snow from PARKING lots
17. BROKE up Frozen Piles of snow behind Depot + By TRAPPERS  
we DUMPED for snowEngles to Groom out for TRAIL
18. DRUG + ALCOHOL TESTS





# Appendix C

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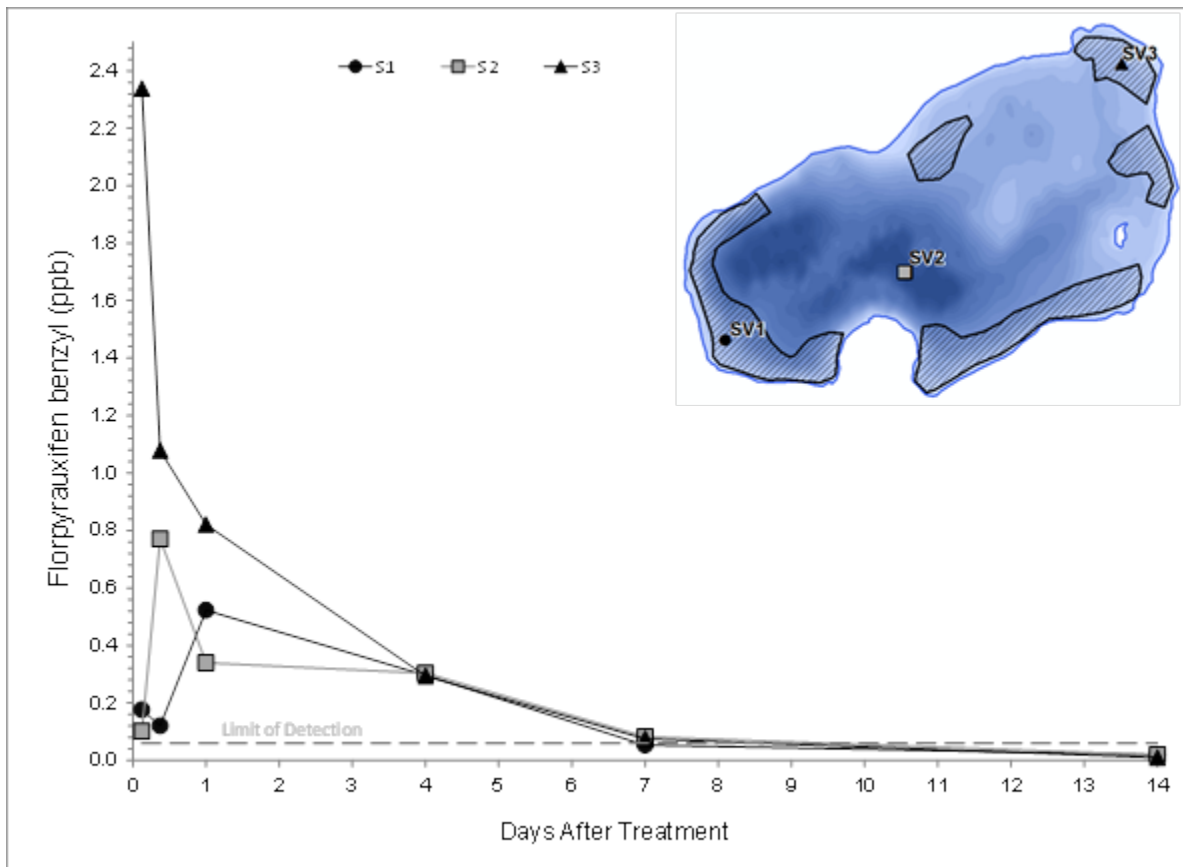
**From:** Todd Hanke <THanke@onterra-eco.com>  
**Sent:** Wednesday, December 18, 2024 10:57 AM  
**To:** Robin Ginner; LOUIS GALLO; Lon Fisk; Alan.Wirt@wisconsin.gov  
**Cc:** Eddie Heath  
**Subject:** Silver Lake (Vilas) Preliminary 2024 Herbicide Concentration Monitoring Results  
**Attachments:** W077-Silver Lake (Vilas Co) .xlsx

Hi all,

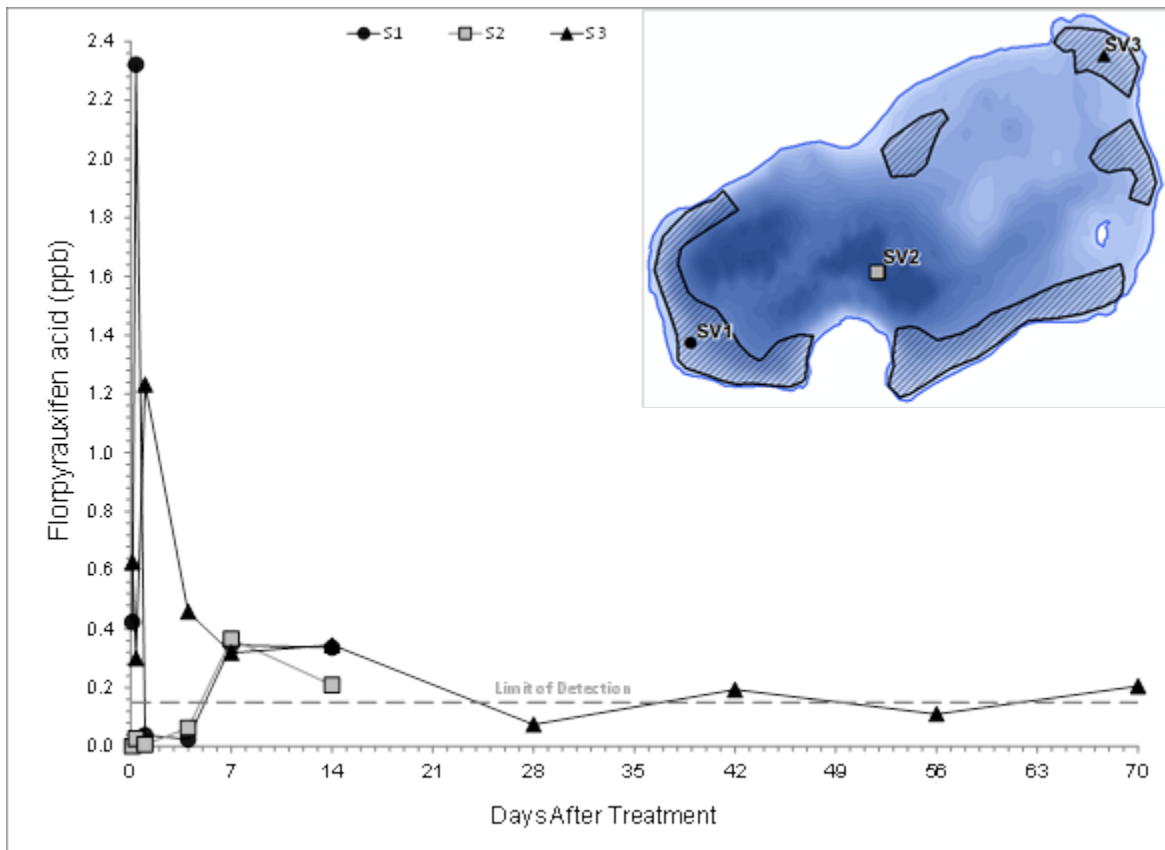
At the onset, we want to thank those of you that contributed to the collection of these data. The amount of time and attention to detail it takes for this to go smoothly is not lost on us. Very nice work!

This email intends to provide you some of the **preliminary** herbicide concentration monitoring data for your internal work group. Please keep these internal at this time. We will continue to work with these data and tweak the figures for inclusion within the annual report to be sent out in Q1 2025. I have also attached the raw data from the lab for your records. But as you can see, the data in this format are complicated to understand. We have found that sending out these results without context can generate a lot of confusion and questions. I would be glad to schedule a call with a few of you if you wanted to ask additional questions about these data.

In general, the active ingredient in ProcellaCOR (Florpyrauxifen benzyl - FPB) was maintained within the application area at pretty good levels for the first 24 hours after treatment. Please note that each PDU/acre-ft is roughly 2 ppb, so the application rate of 2 PDU/acre-ft in application areas is 3.9 ppb. By 4 DAT, mixing had occurred with uniform concentrations at all monitoring sites. The active ingredient was near detection limits at 7 DAT and was below detection limits in all samples collected after 7 DAT. These data are exactly what we expected and indicate everything went to plan.



The active ingredient degrades into a number of derivate chemicals including the acid metabolite (Florpyrauxifen acid – FPB acid). The acid metabolite has herbicidal properties and is continuing to work to impact EWM and other sensitive plant species, which is why we continue to sample for it. Once the beginning “noise” of the active converting into the acid settled out, we had near uniform acid metabolite concentrations at 7 DAT. After 14 DAT, we only measured one location in the lake as a representative of the similar data anticipated from the other sites. FPB acid was maintained right around the lower detection limits of 0.15 ppb through 70 DAT. Again, these data are exactly what we expected considering the overall strategy.



As a reminder of what we discussed during the planning stages of this project for a successful whole-lake PCOR project, we often do not detect EWM during the year of treatment but start to see rebound by the end of the year after treatment (2025). And then the EWM continues to increase over time. Our goal is to have 3-5 years of EWM below pretreatment levels – hopefully closer to the 5 year mark. Follow up hand pulling in the next couple years will help prolong the longevity of the treatment impacts.

Cheers,  
-Todd

Todd W. Danke  
Aquatic Ecologist  
Onterra, LLC

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**Clerks Report**  
**December 2024/January 2025**

Elections: There is a Spring Primary scheduled for February 18, 2025. NPSD has a referendum to exceed the state revenue limits on a non-recurring basis. The Spring Election is April 1, 2025, and being that the Spring Election is a municipal seat election, Clerk work began in November. Post election notices have been sent out for those who have an indefinitely confined absentee ballot request on file but did not return the ballot for the General Election, for all movers as identified within the ERIC system, and all election day registrants who have had new registration cards returned undeliverable. Scheduling has started for the care facility voting visits and for poll workers to work the Spring Primary.

Operators Licenses: We continue to process operator's licenses. The WI Division of Alcohol Beverages released it's 1-1-25 Statewide licensing platform through MyTaxAccount (MTA) for \$200 for a biennial license. I do not expect many to use this option, but it was an option requested by larger corporations dealing with operating licenses in multiple jurisdictions (Kwik Trip – Walgreens). All state issued operator licenses will have a public access database to view. Applicants can choose to license for this new state license or from each municipality.

Special Assessment Requests: I have processed four special assessment requests since the previous council meeting.

Department of Revenue Form Filing: DOR Form SL-202M, Levy Limit Worksheet, Form SL-202, Tax Increment Worksheet, and Form PA-632A, Statement of Taxes have all been submitted to the WI Department of Revenue.

Meetings: Following the December meetings, all licenses and permits were produced, mailed/emailed to the applicants. Finance Committee, City Council, and City Council Special meeting draft minutes were produced and a truncated version of the City Council meeting minutes, with all motions, was published in the VCNR. Resolutions were executed and saved digitally and filed in the physical resolution book. All Clerk items were added to the January City Council agenda. All Clerk supporting documents for the January City Council meeting were prepared and supplied for Robins meeting binder. All Eagle River agendas were posted onto the bulletin boards, sent to the email distribution list, and posted onto the website. All Vilas County, ERRP, NPSD, Airport, and LVG supplied agendas were posted on our bulletin board.

Taxes/Assessor: PILOT agreements have been billed with the exception of one that is calculated each year based on December CPI which is not released until mid-January.

The 2024 tax invoices for the airport hangars were mailed out mid-December after the mill rate was approved. I have put together an in-house manual for sales and builds of hangars, so all involved know the process going forward with this new way of tax billing for buildings on exempt property. Greg Maines provided us with a quote of \$500 to offer owners of new build for a 2025 survey to try to streamline the survey process with one firm.

Room tax forms for the 4<sup>th</sup> quarter 2024 have been mailed/emailed. Licensees were given notice of the Public Hearing on the proposed Ordinance 590: Short Term Rental licensing. Pulling the ordinance together has been challenging. Attorney Garbowicz has been giving me guidance throughout.

End of Year: Minutes were finalized in the physical minute books and files were set up for 2025.

Becky J Bolte – WCMC Clerk  
City of Eagle River



# City Hall Closure – One Day a Week

## *Department Input*

### Light and Water

- They do not want to close. They get enough elderly traffic that they don't want to inconvenience those people by closing. They prefer to stay open.
- Point of Concern: If they remain open while the Clerk/Treasurer are closed, they worry that all those who come and see the office is closed will come down to their office with the expectation that they'll be able to help. It will just push the flow of traffic to their door and they'll be effected.

### Police Department

The police department is not in a position to be closed on a routine basis, so will need to remain open.

### Revitalization Department

ERRP is unaffected by the hours of the front office.

### Treasurer

- She doesn't mind being open 5-days a week; doesn't generally have trouble staying up on her duties because she's not first in line with walk-ins.

### Admin/Zoning

- I have set hours through 1 pm on Fridays, which work for me as is. I don't have the same level of walk-in traffic as they do in the front office, so I'm fine keeping my office open 5-days a week.

### Alternate Plan:

- Allow Becky's office to be available by appointment only one day a week with all walk-in traffic and phones being routed to Cory's office for that day (she doesn't have any trouble with this).