



# CITY OF RIPON

100 Jackson Street \* Ripon, WI 54971-1396

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## **CITY OF RIPON COMMON COUNCIL MEETING Council Chambers, City Hall Monday, April 22<sup>nd</sup>, 2024 7:00 p.m.**

- I. Call to order/roll call
- II. Pledge of Allegiance/Invocation – Jeffrey Dodson
- III. Approval of agenda
- IV. Public communications and comment
- V. Agenda items
  1. Ripon Public Library Annual Report  
(Staff note: The Library Director will be presenting the Ripon Public Library’s Annual Report.)
  2. St. Wenceslaus Street Reconstruction Project Bid Award  
(Staff note: The St. Wenceslaus Street Reconstruction Project was bid out on April 18 with five bids being received for the project. Engineering Notice of Award is included.)
  3. Professional Services Agreement for GIS System Upgrade  
(Staff note: MSA has provided the enclosed PSA for upgrading the city’s GIS system estimated at \$27,246.25. This upgrade is required to move the current GIS software platform to ESRI’s most recent software platform.)
  4. Change Order No. 4 – State Street Project  
(Staff note: The contractor has submitted a change order totaling \$4,500 for the State St. Project for council consideration.)
  5. Resolution – Writing Off Uncollectible Ambulance Bills  
(Staff note: Periodically, staff brings forth certain ambulance bills deemed uncollectible by City staff and the City Attorney. Staff recommends approval of the attached resolution writing off one account in the amount of \$15,000.10.)
  6. Resolution – Authorizing Resolution to Commit Match Funds & Certification of Match Funds Secured  
(Staff note: This is a required Resolution that provides a Guarantee of Match Funds for the 2024 Community Development Block Grant Public Facilities (CDBG-PF) Application – Hamburg / Hennie Project.)

7. Resolution – Adopting the 2024-2026 Infrastructure Capital Improvement Plan  
(Staff note: The resolution adoption of the infrastructure capital improvement plan (CIP) allows the city to meet certain planning requirements for the CDBG application.)

8. Ordinance to Repeal Chapter 2.52 Parking Commission of the Ripon Municipal Code  
(Staff note: The ordinance repeals an outdated ordinance chapter.)

9. Ordinance to Repeal Chapter 2.48 Transportation Commission of the Ripon Municipal Code  
(Staff note: The ordinance repeals an outdated ordinance chapter.)

10. Ordinance to Amend Section 20.46.074 Board of Appeals of the Ripon Municipal Code  
(Staff note: The ordinance amends the Board of Appeals membership section of the code by adding up to two Common Council members

11. Ordinance to Amend Section 2.56.010 Plan Commission Membership of the Ripon Municipal Code  
(Staff note: The ordinance amends the Plan Commission membership section of the code.)

VI. Project Updates & Staff Reports

VII. Mayor's Communications and Appointments

1. Community Development Authority
2. Plan Commission

VIII. Agenda items for future Council meetings

IX. Adjourn



I. GENERAL INFORMATION					
1. Name of Library Ripon Public Library			2. Public Library System Winnefox Library System		
3a. Head Librarian First Name Desiree	3b. Head Librarian Last Name Bongers	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 03/31/2025	
6a. Street Address 120 Jefferson St.	6b. Mailing Address or PO Box 120 Jefferson St.	7. City / Village / Town Ripon	8a. ZIP 54971	8b. ZIP4 1395	9. County Fond du Lac
10. Library Phone Number 9207486160	11. Fax Number (920)748-6298	12. Library E-mail Address of Director director@riponlibrary.org			
13. Library Website URL www.riponlibrary.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 6	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 28,000	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No		22. UEI Number	
HOURS OF OPERATION					
	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)		
19a. Winter hours open per week	63	0	0		
19b. Number of winter weeks	38	0	0		
19c. Summer hours open per week	57	0	0		
19d. Number of summer weeks	14	0	0		
19e. Total weeks per year	52	0	0		
19f. Total hours per year for this location	3,192	0	0		

II. LIBRARY COLLECTION		
	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	62,759	4,354
2. Electronic Books <i>E-books</i>	178,008	
3. Audio Materials	5,398	109
4. Electronic Audio Materials <i>Downloadable</i>	79,097	
5. Video Materials	7,239	306
6. Electronic Video Materials <i>Downloadable</i>	0	
7. Other Materials Owned <i>Describe</i> Toys, Rokus, Watt Meter, Hotspot, Maker Space, Board Games	324	
8a. Electronic Collections <i>Locally Owned or Leased</i>	1	
8b. Electronic Collections <i>Purchased by library system or consortia</i>	4	
8c. Electronic Collections <i>Provided through BadgerLink</i>	62	
9. Total Electronic Collections <i>Local, regional, and state</i>	67	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	123	

III. LIBRARY SERVICES		
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1. Circulation Transactions	c. Circulation of Other Physical Items		2. Interlibrary Loans
a. Total Circulation	b. Children's Materials	(subset of 1a.)	a. Items Loaned <i>Provided to</i>
87,428	34,133	1,126	b. Items Received <i>Received from</i>
			29,259
			17,601

Method for Counting ILL Transactions      Categorized ILL Transactions

(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)	Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>
Integrated Library Systems (ILS)	29,014	17,277
WISCAT		
Other (includes OCLC, manual tracking or other methods)	245	324

3. Number of Registered Users	d. Overdue Fines	4. Reference Transactions	5. Library Visits
a. Resident	Yes	a. Method	a. Method
b. Nonresident		b. Annual Count	b. Annual Count
c. TOTAL		Actual Count	Actual Count
2,708		3,147	48,912

6. Uses of Public Internet Computers	c. Method		d. Annual Count	7. Uses of Public Wireless Internet
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	Actual Count	3,508	a. Method
10	7			b. Annual Count
				Survey Week(s)
				17,280

8. Website Visits	9. Electronic Collection Retrieval			
	a. Local	b. Other	c. Statewide	d. Total
41,352	0	1,152	316	1,468

10. Uses of Electronic Materials by Users of Your Library				
a. E-Books	b. E-Audio	c. E-Video	d. Total Uses of Electronic Materials	e. Uses of Children's Electronic Materials
8,465	10,832	190	19,487	1,142

**In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)**

**In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)**

	Children (0-5)	Children (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)	Total
Number of Programs	39	63	7	48	53	210
Total Attendance	900	2,756	30	340	835	4,861

**In-Person Programs and Program Attendance Annual Count**

	11a. Children (0-5)	11b. Children (6-11)	11c. Young Adult (12-18)	11d. Adult (19+)	11e. General Interest (all ages)
Number of Programs	39	63	7	45	53
Total Attendance	900	2,756	30	336	835
	11f. Onsite In-Person - Subtotal	11g. Offsite In-Person - Subtotal	11h. Total		
Number of Programs	194	13	207		
Total Attendance	4,125	732	4,857		

11i. Describe the library's in-person programs: Children: story time, school visits, SRP performers. YA and Adult: crafts, book discussion.

**Live Views of Virtual Programs and Virtual Program Attendance Annual Count**

	12a. Children (0-5)	12b. Children (6-11)	12c. Young Adult (12-18)	12d. Adult (19+)	12e. General Interest (all ages)	12f. Total
Number of Programs	0	0	0	3	0	3
Total Live Virtual Attendance			4			4
Total views of live programs that were recorded and posted for asynchronous viewing			-1			0

12g. Which platforms does the library use to host the library's live, virtual programs: YouTube and Facebook

12h. Describe the library's live, virtual programs: Book discussion and speakers

**Views of Pre-recorded Programs and Pre-recorded Program Attendance Annual Count**

	13a. Children (0-5)	13b. Children (6-11)	13c. Young Adult (12-18)	13d. Adult (19+)	13e. General Interest (all ages)	13f. Total
Number of Programs	0	0	0	0	0	0
Total Pre-Recorded Program Views	0	0	0	0	0	0

13g. Which platforms does the library use to host the library's pre-recorded programs:

13h. Describe the library's pre-recorded programs:

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
<b>PRESIDENT</b>					
1. Lauren	McConnell	716 Watson Street	Ripon	54971	laurenannemcconnell@gmail.com
2. Janet	Vossekuil	119 Tygert Street	Ripon	54971	jvosseku@gmail.com
3. Douglas	Iverson	543 Fenton Street	Ripon	54971	diverson@cityofripon.com
4. Gary	Will	549 Hope Avenuc	Ripon	54971	gary.will@fdlco.wi.gov
5. Mary	Madderom	227 1/2 Watson St.	Ripon	54971	mjmadderom@gmail.com
6. Breck	Speers	187 Stoney Ridge Road	Ripon	54971	speers@uwosh.edu
7. Andrew	Prellwitz	833 Watson Street	Ripon	54971	prellwitza@ripon.edu
8. Travis	Liptow	1120 Metomen Street	Ripon	54971	liptowt@ripon.k12.wi.us
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

No. of Library Board Members  
 Include vacancies in this count

8

**V. LIBRARY OPERATING REVENUE**  
Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
City	Ripon	\$448,344
Subtotal 1		\$448,344

2. County

a. Home County Appropriation for Library Services Subtotal 2a \$158,718

b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Calumet	\$58		
Dodge	\$53		
Green Lake	\$15,981		
Washington	\$562		
Winnebago	\$38,976		
Subtotal 2b			\$55,630

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
Clerkapalooza	\$180		
Continuing Education Scholarships	\$1,360		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
Subtotal 3			\$1,540

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount
	\$0
Subtotal 4	\$0

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
	\$0		
Subtotal 5			\$0

6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.

\$0

7. All Other Operating Income

\$8,338

8. Total Operating Income Add 1 through 7

\$672,570

9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$452,346

10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Yes

**VI. LIBRARY OPERATING EXPENDITURES**

Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages Include maintenance, security, plant operations \$384,460		2. Employee Benefits Include maintenance, security, plant operations \$103,881		
3. Library Collection Expenditures				
a. Print Materials \$49,675	b. Electronic Materials \$6,152	c. Audiovisual Materials \$11,941	d. All Other Library Materials \$320	Subtotal 3 \$68,088
4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.				
Provider	Description	Type	Amount	
WALS			\$39,355	
			Subtotal 4	\$39,355
5. Other Operating Expenditures				\$75,375
6. Total Operating Expenditures Add 1 through 5				\$671,159
7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?				\$0

**VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT**

1. Capital Income and Expenditures by Source of Income  
Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal		\$0	\$0
b. State		\$0	\$0
c. Municipal		\$0	\$0
d. County		\$0	\$0
e. Other		\$150,551	\$0
2. Debt Retirement \$0	3. Rent Paid to Municipality/County \$0	Total Revenue \$150,551	Total Expenditure \$0

**VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD**

All funds under the library board's control must be reported. Report in this section any funds in the library board's control (except Trust Funds) that have not been reported in a previous section. Wis. Stat. s. 43.58(6)(a)

1. Total Amount of Other Funds at End of Year	\$403,011
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**IX. TRUST FUNDS**

1. Total Amount of Trust Funds Held by the Library Board at End of Year	\$0
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**X. STAFF**

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position (Local Title)	Job Title (Appendix A)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week
Director / Head Librarian	Library Director / Chief Officer	MLS (ALA)	\$86,019	40.00
Adult Services Librarian	Librarian (MLS)	MLS (ALA)	\$49,139	40.00
Children's Librarian	Librarian (MLS)	Librn. no-MLS	\$62,781	40.00
Technical Services Assistants	Library Assistant - Technical Service	Other	\$42,802	44.00
Circulation Assistants	Library Assistant - Public Services	Other	\$97,794	86.00
Pages	Page/Shelver	Other	\$19,966	34.00
Custodian	Janitorial Cleaner	Other	\$19,559	22.00

b. Other Paid Staff See Instructions

Position (Local Title)	Job Title (Appendix A)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)	c. Total Library Staff (FTE)
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security	
2.00	1.00	3.00	4.65	7.65

**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS**

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			37,485
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	740	17,936	18,676
3. Circulation to Nonresidents Living in Another County in the Library System	6,583	11,771	18,354
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	190	127	317
5. Circulation to All Other Wisconsin Residents	134	6. Circulation to Persons from Out of the State	4
7. Are the answers to items 1 through 6 based on actual count or survey/sample?  Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?  No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?  No	

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a. Dodge	7	f.	
b. Washington	120	g.	
c. Green Lake	3,275	h.	
d. Winnebago	7,871	i.	
e.		j.	

**XII. TECHNOLOGY**

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	320	3	0
Total Self-Directed Activity Participation	3,653	130	0
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	0	14	337
Total Self-Directed Activity Participation	0	956	4,739
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Linda	DeCramer	decramer@riponlibrary.org	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Susie	Menk	menk@riponlibrary.org	

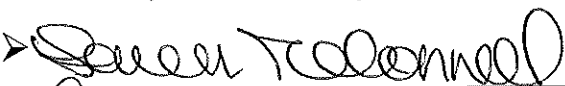
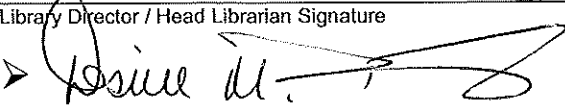
**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS**

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

**XV. CERTIFICATION**

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Lauren McConnell	2/27/2024
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Desiree Bongers	2/27/24

**STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS**

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County  
  
Fond du Lac

The Ripon Public Library Board of Trustees hereby states that in 2023 the Winnefox Library System  
Name of Public Library Name of Public Library System / Service

- did provide effective leadership and adequately met the needs of the library.
- did not provide effective leadership and did not adequately meet the needs of the library.

*Indicate with an X one of the above statements*

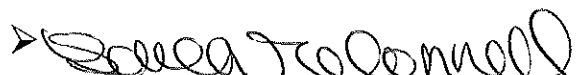
Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to [LibraryReport@dpi.wi.gov](mailto:LibraryReport@dpi.wi.gov).

**XV. CERTIFICATION**

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Lauren McConnell	2/27/2024

	COMMENTS	
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SECTION II 6. Electronic Video Materials (downloadable) OverDrive discontinued videos.--2024-02-23		
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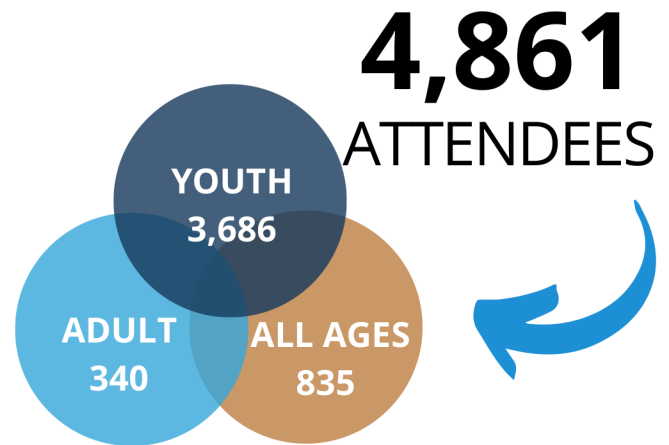
# 2023 IN REVIEW



**48,921** library visits

**OPEN**

## LIBRARY PROGRAMS



**4,769** items added to library collection

**4,132** cardholders

### 2023 HIGHLIGHTS:

- Grants and donations enhanced the library's offerings:
  - A Meeting Owl is available for use in the library's meeting rooms.
  - Check out the new disc golf kits and snowshoes!
  - The library added Stay Sharp kits for older adults, designed to be used to improve short-term memory and overall mental speed.
- The library added several games to its very robust collection of board games of all types for all ages.

	<b>62,759 Books</b>	<b>87,428</b> physical checkouts
	<b>178,008 eBooks</b>	
	<b>5,398 Audio Books &amp; Music</b>	<b>19,487</b> digital items borrowed
	<b>79,097 eAudio</b>	
	<b>7,239 DVDs</b>	
	<b>324 Things</b>	

**17,280** wifi sessions

**3,508** public computer sessions

**3,147** reference questions answered

**235** Total meetings held in the Silver Creek and Nash Rooms

**636** Total meetings held in the Ceresco, Jorgenson, and Romper Rooms



MSA Professional Services  
1500 N. Casaloma Dr. Suite 100  
Appleton, WI 54913  
Phone (920)545-2083

[www.msa-ps.com](http://www.msa-ps.com)

April 19, 2024

Theodore Grant, Mayor  
City of Ripon  
100 Jackson Street  
Ripon, WI 54971

Re: St Wenceslaus St Reconstruction  
City of Ripon

Dear Mayor Grant:

Upon review of the bids received on April 18, 2024 for the above-referenced project, it was found that they were submitted by qualified contractors. It is our recommendation that the low responsive bidder listed below be accepted and award made at your next meeting.

Egbert Excavating Inc.  
W1302 N. Lawson Drive  
Green Lake, WI 54941

Bid Amount \$932,348.50

Please execute the enclosed Notice of Award for the contract. Once the form is signed, please email a copy back to [nstein@msa-ps.com](mailto:nstein@msa-ps.com) and [drammer@msa-ps.com](mailto:drammer@msa-ps.com). After receiving the executed copy, we will forward one copy of the Notice of Award and the remaining contract package to the Contractor.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink that reads "Daniel Rammer".

Dan Rammer, PE  
Project Engineer

nss  
Enc.

# NOTICE OF AWARD

Date of Issuance: \_\_\_\_\_

Owner: City of Ripon

Owner's Contract No.:

Engineer: MSA Professional Services, Inc

Engineer's Project No.: 00026049

Contract: City of Ripon - St Wenceslaus St Reconstruction

Bidder: Egbert Excavating Inc.

Bidder's Address: W1302 N. Lawson Drive, Green Lake, WI 54941

You are notified that your Bid dated April 18, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for St Wenceslaus St Reconstruction  
*Base Bid*

The Contract Price of your Contract is Nine Hundred Thirty-Two Thousand Three Hundred Forty-Eight and 50/100 Dollars (\$932,348.50). Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

**1** unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 1 counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): N/A

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Ripon

By (*signature*): \_\_\_\_\_

Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Copy to Engineer



**BID**  
ST WENCESLAUS ST RECONSTRUCTION  
CITY OF RIPON  
FOND DU LAC COUNTY, WI

PROJECT #00026049

**TABLE OF ARTICLES**

<u>Article Number</u>	<u>Article</u>
1	Owner and Bidder
2	Attachments to this Bid
3	Basis of Bid – Lump Sum, and Unit Prices
4	Basis of Bid – Cost Plus Fee
5	Price Plus-Time Bid
6	Time of Completion
7	Bidders Acknowledgements: Acceptance Period, Instructions, and Receipt of Addenda
8	Bidder’s Representations and Certifications

BID FORM PROVIDED ON QUESTvBID  
ONLINE BIDDING ONLY

**ARTICLE 1 - OWNER AND BIDDER**

---

1.01 This Bid is submitted to:

QuestCDN/vBID (www.QuestCDN.com)

Access the electronic bid form by downloading the project documents, and select the online bidding button at the top of the advertisement. Contact Quest at (952) 233-1632 if you have questions on how to upload your bid.

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

**ARTICLE 2 - ATTACHMENTS TO THIS BID**

---

2.01 The following documents are submitted with and made a condition of this Bid:

A. Required Bid security 5% BID BOND

B. List of Proposed Subcontractors

Northeast Asphalt  
Ferguson Waterworks

C. List of Proposed Suppliers

D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids;

E. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;

F. Required Bidder Qualifications Statement with Supporting Data;

**ARTICLE 3 - BASIS OF BID – LUMP SUM AND UNIT PRICES**

---

3.01 Unit Price Bids

A. Bidder will perform the following Work at the indicated unit prices:

**COMPLETE AND SUBMIT BID ITEMS VIA QUEST VBID ONLINE**

**COMPLETE AND SUBMIT BID ITEMS VIA QUEST VBID ONLINE**

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B. Bidder acknowledges that:

1. each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and
2. estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

**ARTICLE 4 - TIME OF COMPLETION**

---

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 4.02 Bidder agrees that the Work will be substantially complete on or before October 25, 2024 and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before November 8, 2024.
- 4.03 Bidder accepts the provisions of the Agreement as to liquidated damages.

**ARTICLE 5 - BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA**

---

- 5.01 Bid Acceptance Period
  - A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.
- 5.02 Instructions to Bidders
  - A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.
- 5.03 Receipt of Addenda
  - A. Bidder hereby acknowledges receipt of the following Addenda:

<b>Addendum Number</b>	<b>Addendum Date</b>
1	4-17-24

**ARTICLE 6 - BIDDER'S REPRESENTATIONS AND CERTIFICATIONS**

---

- 6.01 Bidder's Representations
  - A. In submitting this Bid, Bidder represents the following:
    - 1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
    - 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
    - 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
    - 4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing

surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.

5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

## 6.02 Bidder's Certifications

### A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:

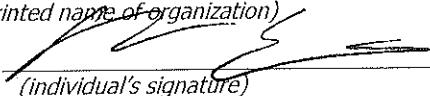
- a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
- b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
- c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
- d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.



BIDDER hereby submits this Bid as set forth above:

Bidder:  
EGBERT EXCAVATING, INC.

*(typed or printed name of organization)*

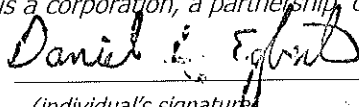
By:   
*(individual's signature)*

Name: NICK EGBERT  
*(typed or printed)*

Title: PRESIDENT  
*(typed or printed)*

Date: 4-18-24  
*(typed or printed)*

*If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.*

Attest:   
*(individual's signature)*

Name: DANIEL EGBERT  
*(typed or printed)*

Title: VICE PRESIDENT  
*(typed or printed)*

Date: 4-18-24  
*(typed or printed)*

Address for giving notices: W1302 N LAWSON DRIVE - GREEN LAKE, WI 54941

\_\_\_\_\_  
\_\_\_\_\_

Bidder's Contact: Name: NICK EGBERT

\_\_\_\_\_  
*(typed or printed)*

Title: PRESIDENT

\_\_\_\_\_  
*(typed or printed)*

Phone: 920-294-6668

Email: OFFICE@EGBERTEXCAVATING.COM

Address: W1302 N LAWSON DRIVE - GREEN LAKE, WI 54941

\_\_\_\_\_  
\_\_\_\_\_

Bidder's Contractor License No.: (if applicable) 220949  
1079396

**Bid Bond**

 **AIA** Document A310™ – 2010

**CONTRACTOR:**

*(Name, legal status and address)*

EGBERT EXCAVATING, INC.  
W1302 N. Lawson Drive  
Green Lake, WI 54941

Bid Bond No. GR30939

**SURETY:**

*(Name, legal status and principal place of business)*

Granite Re, Inc.  
14001 Quailbrook Drive  
Oklahoma City, OK 73134

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

**OWNER:**

*(Name, legal status and address)*

MSA Professional Services  
1500 N. Casaloma Dr., Suite 100  
Appleton, WI 54913

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**BOND AMOUNT:** Five Percent of the Bid Amount ( 5.00% of Bid Amount)

**PROJECT:**

*(Name, location or address, and Project number, if any)*

St. Wenceslaus St. Reconstruction


The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 18th day of April, 2024.

*(Witness)*

  
*(Witness) Karla Heffron*

EGBERT EXCAVATING, INC.  
*(Principal)*

*(Seal)*

*(Title)*

Granite Re, Inc.  
*(Surety)*

  
*(Title) Connie Smith, Attorney-in-fact*

*(Seal)*

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061110

**GRANITE RE, INC.**  
**GENERAL POWER OF ATTORNEY**

**Know all Men by these Presents:**

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

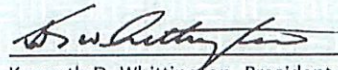
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

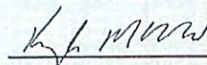
MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31<sup>st</sup> day of July, 2023.

STATE OF OKLAHOMA )  
  ) SS:  
COUNTY OF OKLAHOMA )



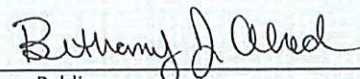
  
\_\_\_\_\_  
Kenneth D. Whittington, President

  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary

On this 31<sup>st</sup> day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:  
April 21, 2027  
Commission #: 11003620



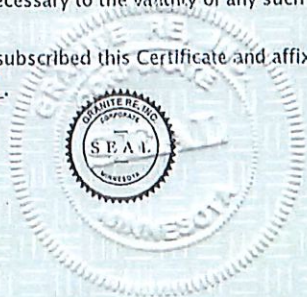
  
\_\_\_\_\_  
Bethany J. Alred  
Notary Public

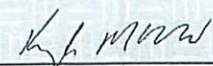
**GRANITE RE, INC.**  
**Certificate**

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 18<sup>th</sup> day of April, 2024.



  
\_\_\_\_\_  
Kyle P. McDonald, Assistant Secretary

Ripon - St. Wenceslaus St. Reconstruction #00026049 (#9056839)

Owner: City of Ripon

Solicitor: MSA Professional Services - Appleton

04/18/2024 11:00 AM CDT

Project #00026049

Item	Item Description	Unit	Qty	EGBERT EXCAVATING, INC.		Kopplin & Kinas Co., Inc.		RLAM		DON E. PARKER EXCAVATING INC.		Wondra Construction, Inc.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
General Improvements													
1	Mobilization	LS	1	\$12,750.00	\$12,750.00	\$165,000.00	\$165,000.00	\$24,550.00	\$24,550.00	\$20,025.00	\$20,025.00	\$26,300.00	\$26,300.00
2	Unclassified Excavation	CY	2400	\$25.00	\$60,000.00	\$24.79	\$59,496.00	\$11.35	\$27,240.00	\$14.40	\$34,560.00	\$18.83	\$45,192.00
3	Clearing and Grubbing	LS	1	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00	\$7,900.00	\$7,900.00	\$7,800.00	\$7,800.00	\$20,000.00	\$20,000.00
4	Asphalt Pavement Removal	SY	4200	\$2.00	\$8,400.00	\$1.90	\$7,980.00	\$0.01	\$42.00	\$1.00	\$4,200.00	\$1.50	\$6,300.00
5	Concrete Pavement Removal	SY	800	\$9.00	\$7,200.00	\$8.44	\$6,752.00	\$5.00	\$4,000.00	\$4.70	\$3,760.00	\$4.87	\$3,896.00
6	Curb and Gutter Removal	LF	1875	\$5.00	\$9,375.00	\$4.90	\$9,187.50	\$1.00	\$1,875.00	\$2.28	\$4,275.00	\$4.38	\$8,212.50
7	Saw Cut Asphalt Pavement	LF	400	\$2.00	\$800.00	\$2.60	\$1,040.00	\$2.27	\$908.00	\$3.00	\$1,200.00	\$2.25	\$900.00
8	Saw Cut Concrete Pavement	LF	250	\$3.00	\$750.00	\$3.15	\$787.50	\$2.27	\$567.50	\$6.00	\$1,500.00	\$2.25	\$562.50
9	Concrete Vault Removal	LS	1	\$500.00	\$500.00	\$4,000.00	\$4,000.00	\$6,000.00	\$6,000.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00
10	Remove and Salvage Fence	LF	650	\$29.00	\$18,850.00	\$15.62	\$10,153.00	\$15.50	\$10,075.00	\$23.85	\$15,502.50	\$39.50	\$25,675.00
11	Topsoil Placement and Grading	SY	1600	\$8.00	\$12,800.00	\$4.75	\$7,600.00	\$4.13	\$6,608.00	\$6.30	\$10,080.00	\$4.32	\$6,912.00
12	Seed, Fertilize and Hydromulch	SY	1600	\$2.00	\$3,200.00	\$1.75	\$2,800.00	\$1.85	\$2,960.00	\$1.84	\$2,944.00	\$3.15	\$5,040.00
13	Erosion and Sedimentation Controls	LS	1	\$1,000.00	\$1,000.00	\$1,300.00	\$1,300.00	\$880.00	\$880.00	\$956.00	\$956.00	\$2,485.00	\$2,485.00
14	Traffic Control	LS	1	\$10,000.00	\$10,000.00	\$1,825.00	\$1,825.00	\$24,550.00	\$24,550.00	\$1,850.00	\$1,850.00	\$1,725.00	\$1,725.00
15	Granular Fill	TON	7500	\$1.00	\$7,500.00	\$1.00	\$7,500.00	\$12.00	\$90,000.00	\$15.80	\$118,500.00	\$12.81	\$96,075.00
16	Insulation, 2-inch	SF	500	\$5.00	\$2,500.00	\$5.00	\$2,500.00	\$4.75	\$2,375.00	\$6.60	\$3,300.00	\$1.69	\$845.00
Total Items 1-16:				\$165,625.00		\$295,921.00		\$210,530.50		\$233,452.50		\$252,620.00	
Roadway Improvements													
17	Concrete Curb and Gutter, Type D, 30-Inch	LF	2300	\$20.00	\$46,000.00	\$16.95	\$38,985.00	\$16.97	\$39,031.00	\$17.80	\$40,940.00	\$18.10	\$41,630.00
18	Concrete Driveway, 6-Inch w/ Dense Graded Base, 1-1/4-Inch, 6-Inch	SF	1550	\$8.25	\$12,787.50	\$7.00	\$10,850.00	\$7.03	\$10,896.50	\$7.28	\$11,284.00	\$8.62	\$13,361.00
19	Asphalt Driveway, 3-Inch w/ Dense Graded Base, 1-1/4-Inch, 8-Inch	SY	60	\$64.95	\$3,897.00	\$68.75	\$4,125.00	\$40.00	\$2,400.00	\$39.66	\$2,379.60	\$51.09	\$3,065.40
20	Concrete Sidewalk, 4-Inch w/ Aggregate Base Course, 1-1/4-Inch, 6-Inch	SF	7200	\$7.00	\$50,400.00	\$5.98	\$43,056.00	\$5.90	\$42,480.00	\$6.13	\$44,136.00	\$6.98	\$50,256.00
21	Concrete Sidewalk, 6-Inch w/ Aggregate Base Course, 1-1/4-Inch, 6-Inch	SF	850	\$8.25	\$7,012.50	\$7.00	\$5,950.00	\$7.03	\$5,975.50	\$7.26	\$6,171.00	\$8.05	\$6,842.50
22	Breaker Run, 8-Inch	TON	1875	\$15.95	\$29,906.25	\$15.78	\$29,587.50	\$13.23	\$24,806.25	\$10.98	\$20,587.50	\$13.31	\$24,956.25
23	Dense Graded Base, 1 1/4-Inch, 6-Inch	TON	1555	\$16.55	\$25,735.25	\$16.10	\$25,035.50	\$13.23	\$20,572.65	\$10.98	\$17,073.90	\$13.31	\$20,697.05
24	Asphaltic Binder, 2 1/2-Inch	TON	500	\$72.00	\$36,000.00	\$71.45	\$35,725.00	\$68.60	\$34,300.00	\$71.82	\$35,910.00	\$68.40	\$34,200.00
25	Asphaltic Surface, 1 1/2-Inch	TON	300	\$73.00	\$21,900.00	\$72.45	\$21,735.00	\$75.50	\$22,650.00	\$79.07	\$23,721.00	\$75.30	\$22,590.00
26	Geotextile Fabric, Type SAS	SY	4660	\$3.00	\$13,980.00	\$2.12	\$9,879.20	\$1.96	\$9,133.60	\$1.84	\$8,574.40	\$1.99	\$9,273.40
27	Detectable Warning Field	SF	120	\$40.00	\$4,800.00	\$30.00	\$3,600.00	\$30.00	\$3,600.00	\$31.50	\$3,780.00	\$30.00	\$3,600.00
28	Pavement Marking, Waterborne, 4-Inch, White	LF	310	\$8.00	\$2,480.00	\$7.50	\$2,325.00	\$2.20	\$682.00	\$7.88	\$2,442.80	\$3.00	\$930.00
29	Pavement Marking, Waterborne, 18-Inch, White	LF	30	\$40.00	\$1,200.00	\$33.75	\$1,012.50	\$5.00	\$150.00	\$35.44	\$1,063.20	\$10.00	\$300.00
30	Excavation Below Subgrade	CY	350	\$15.00	\$5,250.00	\$12.45	\$4,357.50	\$22.00	\$7,700.00	\$31.45	\$11,007.50	\$19.31	\$6,758.50
Total Items 17-30:				\$261,348.50		\$236,223.20		\$224,377.50		\$229,070.90		\$238,460.10	

Item	Item Description	Unit	Qty	EGBERT EXCAVATING, INC.		Kopplin & Kinas Co., Inc.		RLAM		DON E. PARKER EXCAVATING INC.		Wondra Construction, Inc.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Storm Sewer Improvements													
31	Storm Inlet, 2-FT x 3-FT	EA	14	\$2,150.00	\$30,100.00	\$2,150.00	\$30,100.00	\$3,000.00	\$42,000.00	\$2,821.00	\$39,494.00	\$3,003.74	\$42,052.36
32	Catch Basin, 2-FT. DIA.	EA	2	\$1,650.00	\$3,300.00	\$1,650.00	\$3,300.00	\$2,000.00	\$4,000.00	\$2,273.00	\$4,546.00	\$1,835.03	\$3,670.06
33	Storm Inlet Manhole, 4-FT. DIA.	EA	2	\$3,110.00	\$6,220.00	\$3,110.00	\$6,220.00	\$4,350.00	\$8,700.00	\$4,028.00	\$8,056.00	\$3,701.14	\$7,402.28
34	Storm Inlet Manhole, 6-FT. DIA.	EA	2	\$6,420.00	\$12,840.00	\$6,420.00	\$12,840.00	\$7,500.00	\$15,000.00	\$6,840.00	\$13,680.00	\$6,557.44	\$13,114.88
35	Storm Manhole, 5-FT. DIA.	EA	1	\$5,700.00	\$5,700.00	\$5,700.00	\$5,700.00	\$5,350.00	\$5,350.00	\$5,102.00	\$5,102.00	\$4,639.82	\$4,639.82
36	Storm Manhole, 6-FT. DIA.	EA	2	\$6,180.00	\$12,360.00	\$6,180.00	\$12,360.00	\$7,150.00	\$14,300.00	\$5,402.00	\$10,804.00	\$6,013.44	\$12,026.88
37	Storm Manhole, 7-FT. DIA.	EA	1	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$12,150.00	\$12,150.00	\$12,635.00	\$12,635.00	\$11,092.80	\$11,092.80
38	Storm Sewer, PVC, 4-Inch	LF	10	\$40.00	\$400.00	\$40.00	\$400.00	\$61.00	\$610.00	\$64.05	\$640.50	\$66.11	\$661.10
39	Storm Sewer, PVC, 15-Inch	LF	45	\$110.00	\$4,950.00	\$110.00	\$4,950.00	\$81.00	\$3,645.00	\$113.30	\$5,098.50	\$122.78	\$5,525.10
40	Storm Sewer, HDPE, 12-Inch	LF	180	\$38.00	\$6,840.00	\$38.00	\$6,840.00	\$46.00	\$8,280.00	\$54.60	\$9,828.00	\$60.53	\$10,895.40
41	Storm Sewer, HDPE, 18-Inch	LF	525	\$41.00	\$21,525.00	\$41.00	\$21,525.00	\$52.50	\$27,562.50	\$59.61	\$31,295.25	\$70.65	\$37,091.25
42	Storm Sewer, RCP, 12-Inch	LF	60	\$50.00	\$3,000.00	\$50.00	\$3,000.00	\$59.00	\$3,540.00	\$64.85	\$3,891.00	\$71.94	\$4,316.40
43	Storm Sewer, RCP, 18-Inch	LF	30	\$85.00	\$2,550.00	\$85.00	\$2,550.00	\$61.00	\$1,830.00	\$67.85	\$2,035.50	\$94.72	\$2,841.60
44	Storm Sewer, RCP, 36-Inch	LF	330	\$110.00	\$36,300.00	\$110.00	\$36,300.00	\$143.50	\$47,355.00	\$158.85	\$52,420.50	\$152.70	\$50,391.00
45	Storm Sewer, HERCP, 45-Inch x 29-Inch	LF	760	\$145.00	\$110,200.00	\$145.00	\$110,200.00	\$177.00	\$134,520.00	\$192.85	\$146,566.00	\$200.34	\$152,258.40
46	Connect to Existing Storm Sewer	EA	4	\$1,000.00	\$4,000.00	\$1,000.00	\$4,000.00	\$1,500.00	\$6,000.00	\$740.00	\$2,960.00	\$1,000.00	\$4,000.00
47	Abandon Existing Storm Sewer	LS	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$28,300.00	\$28,300.00	\$27,000.00	\$27,000.00	\$5,000.00	\$5,000.00
Total Items 31-47:				\$272,535.00		\$272,535.00		\$363,142.50		\$376,052.25		\$366,979.33	
Sanitary Sewer Improvements													
48	Sanitary Sewer Manhole, 4 FT. DIA.	EA	4	\$5,380.00	\$21,520.00	\$5,380.00	\$21,520.00	\$5,175.00	\$20,700.00	\$5,014.00	\$20,056.00	\$5,588.55	\$22,354.20
49	Sanitary Sewer, PVC, 8-Inch	LF	180	\$50.00	\$9,000.00	\$50.00	\$9,000.00	\$71.50	\$12,870.00	\$69.95	\$12,591.00	\$73.94	\$13,309.20
50	Sanitary Sewer, PVC, 10-Inch	LF	650	\$62.00	\$40,300.00	\$62.00	\$40,300.00	\$77.25	\$50,212.50	\$75.20	\$48,880.00	\$80.82	\$52,533.00
51	Sanitary Sewer, PVC, 12-Inch	LF	50	\$80.00	\$4,000.00	\$80.00	\$4,000.00	\$86.00	\$4,300.00	\$117.70	\$5,885.00	\$104.87	\$5,243.50
52	Wye, 8 x 6-Inch	EA	2	\$110.00	\$220.00	\$110.00	\$220.00	\$150.00	\$300.00	\$220.00	\$440.00	\$239.73	\$479.46
53	Wye, 10 x 6-Inch	EA	13	\$295.00	\$3,835.00	\$295.00	\$3,835.00	\$275.00	\$3,575.00	\$340.00	\$4,420.00	\$383.73	\$4,988.49
54	Sanitary Sewer Lateral, PVC, 6-Inch	LF	355	\$40.00	\$14,200.00	\$40.00	\$14,200.00	\$89.00	\$31,595.00	\$79.40	\$28,187.00	\$84.97	\$30,164.35
55	Connect to Existing Sanitary Sewer	EA	4	\$900.00	\$3,600.00	\$900.00	\$3,600.00	\$1,500.00	\$6,000.00	\$1,100.00	\$4,400.00	\$800.00	\$3,200.00
56	Connect to Existing Sanitary Lateral	EA	15	\$145.00	\$2,175.00	\$145.00	\$2,175.00	\$300.00	\$4,500.00	\$168.00	\$2,520.00	\$350.00	\$5,250.00
57	Abandon Existing Sanitary Sewer	LS	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00
Total Items 48-57:				\$99,850.00		\$99,850.00		\$138,052.50		\$131,379.00		\$139,522.20	
Water Main Improvements													
58	Water Main, PVC, 6-Inch	LF	40	\$45.00	\$1,800.00	\$45.00	\$1,800.00	\$81.00	\$3,240.00	\$77.70	\$3,108.00	\$80.33	\$3,213.20
59	Water Main, PVC, 8-Inch	LF	1060	\$60.00	\$63,600.00	\$60.00	\$63,600.00	\$85.50	\$90,630.00	\$73.95	\$78,387.00	\$75.95	\$80,507.00
60	Hydrant	EA	2	\$6,570.00	\$13,140.00	\$6,570.00	\$13,140.00	\$5,800.00	\$11,600.00	\$6,042.00	\$12,084.00	\$6,201.24	\$12,402.48
61	Tee, 8 x 6-Inch	EA	2	\$725.00	\$1,450.00	\$725.00	\$1,450.00	\$700.00	\$1,400.00	\$805.00	\$1,610.00	\$774.25	\$1,548.50
62	Tee, 8-Inch	EA	1	\$775.00	\$775.00	\$775.00	\$775.00	\$800.00	\$800.00	\$900.00	\$900.00	\$860.25	\$860.25
63	Reducer, 8 x 6-Inch	EA	2	\$475.00	\$950.00	\$475.00	\$950.00	\$400.00	\$800.00	\$585.00	\$1,170.00	\$521.25	\$1,042.50
64	Plug, 8-Inch	EA	1	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$320.00	\$320.00	\$421.25	\$421.25
65	22.5 Bend, 8-Inch	EA	4	\$525.00	\$2,100.00	\$525.00	\$2,100.00	\$375.00	\$1,500.00	\$635.00	\$2,540.00	\$578.25	\$2,313.00
66	45 Degree, 8-Inch	EA	2	\$525.00	\$1,050.00	\$525.00	\$1,050.00	\$375.00	\$750.00	\$1,240.00	\$2,480.00	\$582.25	\$1,164.50
67	Gate Valve & Box, 6-Inch	EA	2	\$2,190.00	\$4,380.00	\$2,190.00	\$4,380.00	\$1,900.00	\$3,800.00	\$1,864.00	\$3,728.00	\$2,335.14	\$4,670.28
68	Gate Valve & Box, 8-Inch	EA	5	\$2,950.00	\$14,750.00	\$2,950.00	\$14,750.00	\$2,775.00	\$13,875.00	\$2,545.00	\$12,725.00	\$3,304.19	\$16,520.95
69	Water Service, HDPE, 1-Inch	LF	150	\$42.00	\$6,300.00	\$42.00	\$6,300.00	\$71.00	\$10,650.00	\$48.50	\$7,275.00	\$69.66	\$10,449.00
70	Water Service, HDPE, 2-Inch	LF	100	\$51.00	\$5,100.00	\$51.00	\$5,100.00	\$76.00	\$7,600.00	\$49.75	\$4,975.00	\$70.87	\$7,087.00
71	Saddle, Corporation, Curb Stop & Box, 1.25-Inch	EA	7	\$785.00	\$5,495.00	\$785.00	\$5,495.00	\$600.00	\$4,200.00	\$820.00	\$5,740.00	\$703.50	\$4,924.50

Item	Item Description	Unit	Qty	EGBERT EXCAVATING, INC.		Kopplin & Kinas Co., Inc.		RLAM		DON E. PARKER EXCAVATING INC.		Wondra Construction, Inc.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
72	Saddle. Corporation, Curb Stop & Box, 2-Inch	EA	3	\$1,200.00	\$3,600.00	\$1,200.00	\$3,600.00	\$1,150.00	\$3,450.00	\$1,486.00	\$4,458.00	\$1,218.41	\$3,655.23
73	Connect to Existing Water Service	EA	10	\$100.00	\$1,000.00	\$100.00	\$1,000.00	\$205.00	\$2,050.00	\$200.00	\$2,000.00	\$327.70	\$3,277.00
74	Connect to Existing Water Main	EA	2	\$2,500.00	\$5,000.00	\$2,500.00	\$5,000.00	\$2,000.00	\$4,000.00	\$1,760.00	\$3,520.00	\$1,310.00	\$2,620.00
75	Abandon Existing Watermain	LS	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00
76	Curb Stop Casting	EA	2	\$600.00	\$1,200.00	\$600.00	\$1,200.00	\$650.00	\$1,300.00	\$826.00	\$1,652.00	\$852.25	\$1,704.50
Total Items 58-76:				\$132,990.00		\$132,990.00		\$163,945.00		\$149,672.00		\$158,881.14	
Base Bid Total:				\$932,348.50		\$1,037,519.20		\$1,100,048.00		\$1,119,626.65		\$1,156,462.77	



MSA Project Number: 00026057

This AGREEMENT (Agreement) is made effective April 4, 2024 by and between

**MSA PROFESSIONAL SERVICES, INC (MSA)**

Address: 1702 Pankratz Street, Madison, WI 53704

Phone: (608) 242-7779

Representative: Jeff Powell; Team Leader-GIS Solutions

Email: jpowell@msa-ps.com

**CITY OF RIPON, WI**

Address: 100 Jackson Street, Ripon, WI 54971

Phone: (920) 748-4914

Representative: Adam Sonntag; Administrator

Email: asonntag@cityofripon.com

**Project Name:** Ripon GIS 2024

**The scope of the work authorized is:** See Attachment A: Scope of Services

**The schedule to perform the work is:** Approximate Start Date: April 4, 2024  
Approximate Completion Date: December 31, 2024

**The estimated fee for the work is: \$27,246.25**

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

**Approval:** Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

**CITY OF RIPON, WI**

**MSA PROFESSIONAL SERVICES, INC.**

\_\_\_\_\_  
Adam Sonntag  
Administrator

\_\_\_\_\_  
Jeff Powell  
Team Leader-GIS Solutions

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

Date: 4/4/2024

The following scope is an overview to support the city’s GIS in 2024. Costs are estimated based on expected work (Experience Builder migration and routine tasks) and projections based off previous GIS support for you and similar communities.

**TASK 1**

Migrate Web App Builder apps to Experience Builder

Migrate Apps based on the priority discussed with city staff and listed below:

Conversion Complexity	Data Maint. Needed	Title	Cost
Light	None	Downtown Parking Spaces App	\$605
Light	None	Parcel Map Viewer	\$605
Light	None	Public Tree Inventory Viewer	\$605
Medium	None	Sanitary Sewer Editor App	\$710
Medium	None	Sanitary Sewer Maintenance and Inspection App	\$710
Light	None	Sanitary Sewer Viewer App	\$600
Medium	None	Stormwater Editor App	\$710
Medium	None	Stormwater Maintenance and Inspection App	\$710
Light	None	Stormwater Viewer App	\$605
Light	None	TID Map Viewer	\$605
Medium	None	Tree Inventory and Maintenance Editor	\$710
Light	None	Voting Map App	\$605
Medium	None	Water Distribution Editor App	\$710
Medium	None	Water Distribution Maintenance and Inspection App	\$710
Light	None	Water Distribution Viewer App	\$605
Medium	None	WISLR Map Editor App	\$710
Medium	None	Zoning Map Editor	\$710
Light	None	Zoning Map Viewer	\$605

**Total \$11,830**

**TASK 1 COST: \$11,830**

**TASK 2**

Train city staff on GIS platform

- Train new or existing city staff in 1–2-hour sessions.
  - Length and number of sessions will depend on need, which will be reviewed regularly as staff continues to adopt more responsibilities within the city’s GIS.
  - Sessions will be recorded and made available for city staff to download for their own use.
- Migrated Experience builder apps will have similar functionality as previous apps. Training on the new apps may not be necessary, though will be provided as needed if requested.
- Training can include knowledge transfer on GIS site administration if any city staff has interest in learning more.
- Training will be provided hourly based on the rates listed below.

**TASK 2 COST: \$105 / Hr for GIS Solutions Specialist (Calvin)  
\$170 / Hr for GIS Solutions Administrator (Scott)**



### TASK 3

Requested changes already made (to be invoiced)

---

- Added street labels layer to all existing apps to improve street label deficiencies in basemaps.
- Add filter tool to pavement app that enables users to view streets by specific PASER ratings.
- General site maintenance and administration from 1/1/2024 to 3/9/2024.

**TASK 3 COST:            \$1,616.25**

### TASK 4 - 11

Estimated effort for on-going support and maintenance for the remainder of 2024 (3/10/2024 to 12/31/2024)

---

The following costs are estimated base of previous years on-going maintenance and support time. As with previous years, this time is only charged when work is requested by city staff or in the event that maintenance is absolutely necessary to maintain you GIS usability. The following text details on-going support and maintenance for your GIS.

*Provide on-call GIS Technical Support Services for tasks authorized by the client. Support can include ArcGIS Online modification, configuration, training, or map updates. Other services could include data creation, PDF map creation and printing, or field work. This contract will serve multiple departments and requested services will be detailed separately on a single invoice. Client may request or determine tasks at contract term initiation or at any point within the term duration. MSA will provide detailed scope and cost estimates prior to commencement of tasks upon request. Occasionally, MSA staff must perform known, routine tasks, such as preparing data for maintenance and inspection tracking. Also, MSA staff may identify that maintenance is required to keep the city's GIS functional. In those occasions MSA will perform said maintenance as soon as possible.*

Costs are categorized and further broken out by sub-task that matches how they will be invoiced in the future.

#### **4 - General GIS Support**

**Site Administration:            \$3,300**  
**User Management:                \$300**  
**Map Creation:                      \$600**

#### **5 - Pavement**

**Routine Pavement Tasks:        \$700**  
**Requested Pavement Tasks:     \$700**

#### **6 - Stormwater**

**Routine Storm Tasks:             \$600**  
**Requested Storm Tasks:          \$600**

#### **7 - Tree Inventory**

**Routine Tree Tasks:                \$700**  
**Requested Tree Tasks:             \$700**

#### **8 - Water Utility**

**Routine Water Tasks:             \$900**  
**Requested Water Tasks:         \$900**

#### **9 - Wastewater**

**Routine Wastewater Tasks:      \$800**  
**Requested Wastewater Tasks:   \$800**

#### **10 - Zoning**

**Routine Zoning Tasks:            \$300**  
**Requested Zoning Tasks:         \$300**

#### **11 - Misc.**

**Misc. Routine Tasks:              \$300**  
**Misc. Requested Tasks:          \$300**

# Change Order No. 4

Date of Issuance: 4/17/2024 Effective Date: 4/17/2024

Project: State St Reconstruction	Owner: City of Ripon	Owner's Contract No.:
Contract: City of Ripon - State St Reconstruction		Date of Contract: June 15, 2023
Contractor: RLAM, Inc.		Engineer's Project No.: 00026048

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description:

**Attachments (list documents supporting change):**  
See attached documents for traffic control change order.

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$846,046.45

Contract Price prior to this Change Order:

\$925,109.30

Increase of this Change Order:

\$4,500.00

Contract Price incorporating this Change Order:

\$929,609.30

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: \_\_\_\_\_  
Engineer (Authorized Signature)

By: \_\_\_\_\_  
Owner (Authorized Signature)

By:   
Contractor (Authorized Signature)

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

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

Date: 4/18/2024

## **RLAM, INC.**

**1110 DARTFORD ROAD, Ripon, WI 54971**

**920-748-7711**

**Fax – 920-748-7165**

Email – [rrwashmaterials@gmail.com](mailto:rrwashmaterials@gmail.com)

Website – [rrwashmaterials.com](http://rrwashmaterials.com)

March 22, 2024

MSA – Dan Rammer

RE: City of Ripon State Street Traffic Control Item

Dan,

We want a Change Order Processed for Traffic Control. I asked twice at the Preconstruction Meeting if we needed a Detour, we were told NO.

The bid item was a Lump Sum and did Not Include Detour Signage.

Storm Equipment bill for Rental was \$3,500.00 for the Detour.

R.J. Immel had to set up detour 3 times and RLAM set up detour 2 times – 5/each @ \$200.00/ea = \$1,000.00. Total of Detour Change Order = \$4,500.00.

This item was overlooked by our office, it was our Accountants that caught that we were over billed.

Any questions please call me at 920-572-4109.

Sincerely,



Jeffrey J. Washkovick, President

*“The road to success is always under construction”*

**EQUAL OPPORTUNITY EMPLOYER**



P.O. BOX 3385  
 OSHKOSH, WI 54903  
 920-426-1004 PHONE  
 920-231-3280 FAX

# Invoice

Date	Invoice #
10/10/2023	14852

Bill To
R & R WASH MATERIALS 1110 DARTFORD RD. RIPON, WI 54971

Ship To
STATE ST. ADDED DETOUR RIPON, WI FOND DU LAC COUNTY

P.O. No.	Terms	Due Date	Rep	Ship	Via	F.O.B.
SUBCONTRACT	Net 30	11/9/2023	CJD	10/10/2023	TRUCK #75	OSHKOSH YARD
Quantity	Item Code	Description			Price Each	Amount
1	CHANGE ORDER	CHANGE ORDER TRAFFIC CONTROL - 1 LUMP SUM - PROVIDE ADDED DETOUR FOR STATE ST. IN RIPON, WI PER EMAIL FROM CITY OF RIPON DIRECTOR OF PUBLIC WORKS DATED 8/14/23			3,500.00	3,500.00
		PLEASE REFERENCE THE ABOVE INVOICE NUMBER WHEN MAKING ANY PROGRESS PAYMENTS TO ENSURE PROPER CREDIT. THANK YOU				

Thank you for your business.	<b>Subtotal</b>	\$3,500.00
	<b>Sales Tax (5.0%)</b>	\$0.00
	<b>Total</b>	\$3,500.00

# RESOLUTION NO. 2024-\_\_\_\_

## A RESOLUTION WRITING OFF UNCOLLECTIBLE AMBULANCE BILLS

**WHEREAS**, the City of Ripon has made substantial efforts to collect certain ambulance accounts described on Attachment “A”; and

**WHEREAS**, these accounts have been deemed uncollectible by City staff and the City Attorney for a variety of reasons; and

**WHEREAS**, it is necessary to remove these delinquent accounts deemed uncollectible from the City’s accounting records.

**NOW, THEREFORE, BE IT RESOLVED** that the list of ambulance accounts listed on Attachment “A” in the amount of \$15,000.10 be removed from the City’s accounting records.

\_\_\_\_\_  
Theodore Grant, Mayor

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_

PASSED THIS \_\_\_\_\_ DAY OF APRIL, 2024

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

Attachment A

<b>EMS Invoices Submitted to COMMON COUNCIL</b>			
<b>for Write-Off Consideration April 2024</b>			
<b>INVOICE NUMBER</b>	<b>DATE OF SERVICE</b>	<b>REASON FOR WRITE-OFF</b>	<b>UNPAID BALANCE</b>
90020954	11/4/2017	Statute of Limitations expired & Received Payment of \$485.21 from Health Insurance Co.	\$367.79
90020973	11/12/2017	Statute of Limitations Expired	\$840.00
90020974	11/12/2017	Statute of Limitations Expired	\$1,070.00
90021021	11/23/2017	Statute of Limitations Expired	\$833.00
90021059	12/1/2017	Statute of Limitations Expired & Received Payment of \$323.69 from Health Insurance Co.	\$471.31
90021124	12/15/2017	Statute of Limitations Expired & Received Payment of \$696.00 from Health Insurance Co.	\$174.00
90021132	12/19/2017	Statute of Limitations Expired	\$1,366.00
90021144	12/25/2017	Statute of Limitations Expired	\$130.00
90021238	1/12/2018	Statute of Limitations Expired	\$775.00
90021336	2/5/2018	Statute of Limitations Expired	\$155.00
90021393	2/18/2018	Statute of Limitations Expired	\$780.00
90021450	3/5/2018	Statute of Limitations Expired	\$2,205.00
90021507	3/17/2018	Statute of Limitations Expired & Received Payment of \$100.00	\$30.00
90021508	3/17/2018	Statute of Limitations Expired	\$2,135.00
90022370	9/16/2018	Chapter 7 Bankruptcy	\$2,210.00
90026886	4/16/2021	Pt. Deceased & No Estate	\$215.00
90027887	10/31/2021	Pt. Deceased & No Estate	\$1,243.00
		<b>TOTAL</b>	<b>\$15,000.10</b>

**RESOLUTION NO. 2024 – \_\_\_\_\_**

**Authorizing Resolution to Commit Match Funds &  
Certification of Match Funds Secured**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIPON, providing a Guarantee of Match Funds for the 2024 Community Development Block Grant Public Facilities (CDBG-PF) Application.

Related to the City of Ripon’s participation in the Community Development Block Grant (CDBG) Program;

WHEREAS, federal monies are available under the CDBG Annual Public Facilities Competition, administered by the State of Wisconsin Department of Administration, for the purpose of the provision or improvement of public facilities; and

WHEREAS, the City Council of the City of Ripon has authorized the submission of a CDBG Public Facilities Application to the State of Wisconsin for the following project: Street and Utility Improvement – Hamburg and Hennie; and

WHEREAS, an adequate local financial match must be provided for the proposed CDBG Public Facilities project by the City of Ripon; and

WHEREAS, the City of Ripon must certify that all matching funds required to complete the proposed project have been secured for and committed to the project prior to the submission of the CDBG application; and

WHEREAS, the City of Ripon must acknowledge that a delay in starting construction by July 1, 2025 and/or completing construction by October 31, 2026 due to the City not having the matching funds that are reported as committed and secured in the CDBG application documents, then the State of Wisconsin Department of Administration Division of Energy, Housing and Community Resources may deny a timeline extension and may rescind the CDBG award;

NOW, THEREFORE, BE IT RESOLVED, that the City of Ripon does hereby authorize the commitment of match funds to be used as outlined in the CDBG application, for the match amount of \$1,308,250.00, from the following secured source(s):

Letter of Interim Financing in the amount of \$1,308,250.00

The governing body of the City of Ripon has authorized the above resolution to commit match and certify match funds secured for the CDBG project referenced within the resolution.

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Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney



**RESOLUTION NO. 2024 – \_\_\_\_\_**

**RESOLUTION ADOPTING A 2024-2026 INFRASTRUCTURE  
CAPITAL IMPROVEMENT PLAN**

WHEREAS, the proposed Capital Improvement Plan for Infrastructure Projects has been presented for the three-year period from 2024 through 2026; and

WHEREAS, the City Council of reviewed the proposed Capital Improvement Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Ripon officially adopts the proposed three-year Infrastructure Capital Improvement Plan.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2024

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

**CITY OF RIPON**  
2024 through 2026  
**Infrastructure Capital Improvement Program**

Department	Priority Level	2024	2025	2026	Total	Justification
Road	1 low - 5 High					
Infrastructure						
St Wenceslaus Reconstruction (Paving, Storm, Sanitary, Water)	4	\$ 1,057,000	\$ -	\$ -	\$ 1,057,000	Significant infrastructure deterioration, failed storm sewer, LRIP funding, School District improvements
Hamburg Street (Silver Creek Bridge to Oshkosh St) & Hennie Street Reconstruction (Hamburg St to Pacific St) - Paving, Storm, Sanitary, Water	5	\$ -	\$ 1,965,000	\$ -	\$ 1,965,000	Significant infrastructure deterioration, Lead service line replacement, Undersized water main, LMI eligibility
Houston Street Reconstruction (E Fond du Lac St to Scott St.) - Paving, Storm, Sanitary, Water	5	\$ -	\$ -	\$ 1,278,000	\$ 1,278,000	Significant infrastructure deterioration, Selfridge Park project, Economic Impacts, State Hwy project impact, LRIP funding
<b>Total</b>		<b>\$ 1,057,000</b>	<b>\$ 1,965,000</b>	<b>\$ 1,278,000</b>	<b>\$ 4,300,000</b>	

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

**AN ORDINANCE TO REPEAL CHAPTER 2.52  
PARKING COMMISSION OF THE RIPON MUNICIPAL CODE**

**WHEREAS**, the Common Council for the City of Ripon is desirous to repeal Chapter 2.52 Parking Commission of the Ripon Municipal Code; and

NOW THEREFORE BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF RIPON, WISCONSIN THAT CHAPTER 2.52 PARKING COMMISSION IS REPEALED.

This ordinance shall take force and be in effect upon passage and publication, as provided by law.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

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

**AN ORDINANCE TO REPEAL CHAPTER 2.48  
TRANSPORTATION COMMISSION OF THE RIPON MUNICIPAL CODE**

**WHEREAS**, the Common Council for the City of Ripon is desirous to repeal Chapter 2.48 Transportation Commission of the Ripon Municipal Code; and

NOW THEREFORE BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF RIPON, WISCONSIN THAT CHAPTER 2.48 TRANSPORTATION COMMISSION IS REPEALED.

This ordinance shall take force and be in effect upon passage and publication, as provided by law.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

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

**ORDINANCE TO AMEND SECTION 20.46.074  
OF THE MUNICIPAL CODE**

**WHEREAS**, the Common Council for the City of Ripon is desirous to amend Section 20.46.074 Board of Appeals of the Ripon Municipal Code; and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RIPON, WISCONSIN THAT SECTION 20.46.074 (d) BE AMENDED TO READ AS FOLLOWS:

**20.46.074 Board of appeals.**

(d) Membership - The board of appeals shall have five members, those five members shall be as follows: two members of the common council may be elected during each April reorganization; and three citizen members who shall be appointed by the mayor upon the creation of the commission. Citizen members shall hold office will be appointed for a three-year term. The members shall be appointed annually during the month of April.

This ordinance shall take force and be in effect upon passage and publication, as provided by law.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

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

**ORDINANCE TO AMEND SECTION 2.56.010  
OF THE MUNICIPAL CODE**

**WHEREAS**, the Common Council for the City of Ripon is desirous to amend Section 2.56.010 Plan Commission Membership of the Ripon Municipal Code; and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RIPON, WISCONSIN THAT SECTION 2.56.010 BE AMENDED TO READ AS FOLLOWS:

**Chapter 2.56 - PLAN COMMISSION**

**2.56.010 Membership.**

The commission shall have seven members, those seven members shall be as follows: the mayor, who shall be its presiding officer, and two members of the common council, whom shall be elected by a two-thirds vote of the council upon the creation of the commission and during each April reorganization; and four citizen members whom shall be appointed by the mayor upon the creation of the commission. Citizen members who shall hold office will be appointed for a three-year term. The members shall be appointed annually during the month of April.

(Ord. 1180, 2004; Ord. 904, 1991; Ord. 688 §1, 1977; prior code §1.20(1)).  
(Ord. No. 1365, 5-24-2010)

This ordinance shall take force and be in effect upon passage and publication, as provided by law.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_  
PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.  
PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney



# CITY OF RIPON

100 Jackson Street \* Ripon, WI 54971-1396

DATE: 4/19/2024  
TO: City Council  
FROM: Mayor Grant  
RE: Appointments

I would like to make the following appointment, subject to Council approval:

- Community Development Authority
  - o Laura Bruce (2028)
  
- Plan Commission
  - o Chris Mathias (2026)