

**CITY OF MERRILL  
CITY PLAN COMMISSION  
Tuesday, April 7, 2015 at 5:30P.M.  
City Hall Basement Conference Room  
1004 East First Street**

Voting members: Mayor William Bialecki, Chairperson, Alderperson Lokemoen, Steve Hass, Ken Maule, Melissa Schroeder, Ralph Sturm and Michael Willman.

**AGENDA**

1. Call to order
2. Public Comment
3. January 6, 2015 meeting minutes
4. Consider site plan for new Aquatic Center at 1100 Marc Drive.
5. Consider Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid requested by Airport Commission.
6. Consider petition for Direct Annexation from Nortrax Inc., for property owned by Nortrax Inc., described as follows:  
Approximately 31 acres in size and located in Sections 17 and 18, Township 31 North, Range 7 East, Township of Pine River, Lincoln County Wisconsin. Specifically, the area is located between Big Eddy Road and U.S. Highway 51, approximately ¼ mile south of State Truck Highway 64.
7. Schedule date and time of next meeting
8. Adjourn

**NOTE: It is possible that a quorum of the Common Council will be present at this meeting. However, no Common Council action will be taken.**

**Agenda prepared by Shari Wicke at the request of Mayor William Bialecki**

The Merrill City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact Merrill City Hall at 715-536-4880.

1501160

**City of Merrill  
City Plan Commission  
Tuesday, January 6, 2015 at 5:30 P.M.  
City Hall Common Council Chambers, 1004 East First Street**

Voting members Present: Mayor Bill Bialecki (Chairperson), Alderman Pete Lokemoen, Steve Hass, Melissa Schroeder

Other attendees included, City Attorney Tom Hayden (Ex Officio) Don Heyel, LaDonna Fermanich, Scott Kwiecinski

**Call to order**

Mayor Bialecki called the meeting to order at 5:31 P.M.

**Public Comment**

Don Heyel, 1005 N. Memorial Drive, addressed the Commission. He is a member of the Lincoln County Homeless Committee. He expressed appreciation for the Housing Authority's cooperation on the Warming Center Project, and looks forward to working with the City and others on the project in the future.

Melissa Schroeder, 510 N. Genesee St., expressed concern that the public has not been adequately notified as to the Housing Authority's plans for expansion and/or renovation their property on the west side of the City.

**Minutes of December 2, 2014 meeting**

Motion (Schroeder/Hass) to approve the minutes of the December 2, 2014 City Plan Commission meeting. Carried.

**Request by Our Way, Inc. for a proximity Exception.**

1501161

Motion (Hass/Lokemoen) to approve. Carried.

Meeting recessed until 6:00 p.m.

Commission members Ken Maule and Michael Willman joined the meeting at 6:00 p.m. Excused: Ralph Sturm

**Public Hearing: Property @ 307 W. Main Street for a Zoning change from Business District to Public District**

City Attorney Hayden read the public hearing notice.

Motion by (Hass/Lokemoen) to open the public hearing. Carried.

LaDonna Fermanich, Director, Housing Authority of the City of Merrill, which owns the property at 307 W. Main Street, told the Commission that the present living units are small and it is necessary to replace them with larger units. The smaller units would be combined and the property directly across the street, from the present Housing Authority structure, would be used to fulfill that need.

Scott Kwiecinski, Horizon Development, explained the project. The rezoning is necessary to obtain financing.

Commissioner Lokemoen, indicated that "Public" was the proper Zoning category for the property.

Motion (Lokemoen/Hass) to approve. Carried.

**Next Meeting**

Tuesday, February 3, 2015

**Adjournment Hass/Lokemoen. Carried**

Motion (Hass/Lokemoen) to adjourn. Carried. Adjourned at 6:07 P.M.

Minutes prepared and submitted by:

Thomas N. Hayden  
Recording Secretary

ADDRESS 1100 Marc Drive

APPLICATION NO. \_\_\_\_\_

TAX NO. \_\_\_\_\_

FEE \_\_\_\_\_

### BUILDING PERMIT APPLICATION - CITY OF MERRILL

The hereby undersigned applies for a permit and is aware of and agrees to comply with all ordinances of the City of Merrill. Failure to comply with ordinances or call for required inspections will result in issuance of citations.

Inspections or Questions call 536-4880

OWNER City of Merrill

SIGNATURE [Signature]

ADDRESS Merrill Area Rec. Complex

DATE 3/10/15

1100 Marc Drive

CONTRACTOR \_\_\_\_\_

PHONE NO. 715-536-7313

LICENSE NO. \_\_\_\_\_

Is your property in a Historic District or a Historic Site? No

Description of proposed work Construction of New Aquatic Center

Submit blueprints, plans, elevations, specifications, etc. with this application.

Total square feet of building or addition 7400 sq ft pool / 22,650 sq ft decking area / 4,490 sq ft total for Estimated construction cost N/A

- change facility
- mechanical r/r
- breezeway covered area

BUILDER will release for bid 4/6/15

LICENSE NO. \_\_\_\_\_

DWELLING CONTRACTOR QUALIFER NO. \_\_\_\_\_

ELECTRICIAN \_\_\_\_\_

LICENSE NO. \_\_\_\_\_

HVAC \_\_\_\_\_

LICENSE NO. \_\_\_\_\_

PLUMBER \_\_\_\_\_

LICENSE NO. \_\_\_\_\_

**\*Do Site Plan Drawing (Reverse Side) if Placing New Buildings/Structures on Lot, and Show and List All Property Easements on the Site Plan.**

**\*For all Commercial permits please verify with the Merrill Fire Department for any outstanding fire code violations at 715-536-2233 prior to construction.**

**Do not write below. Follow instructions/conditions listed below when permit is issued.**

#### Zoning

Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_ Subdivision \_\_\_\_\_

Zoning District \_\_\_\_\_ Floodplain Y \_\_\_ N \_\_\_ Fire Zone Y \_\_\_ N \_\_\_

Zoning Permit Approved \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

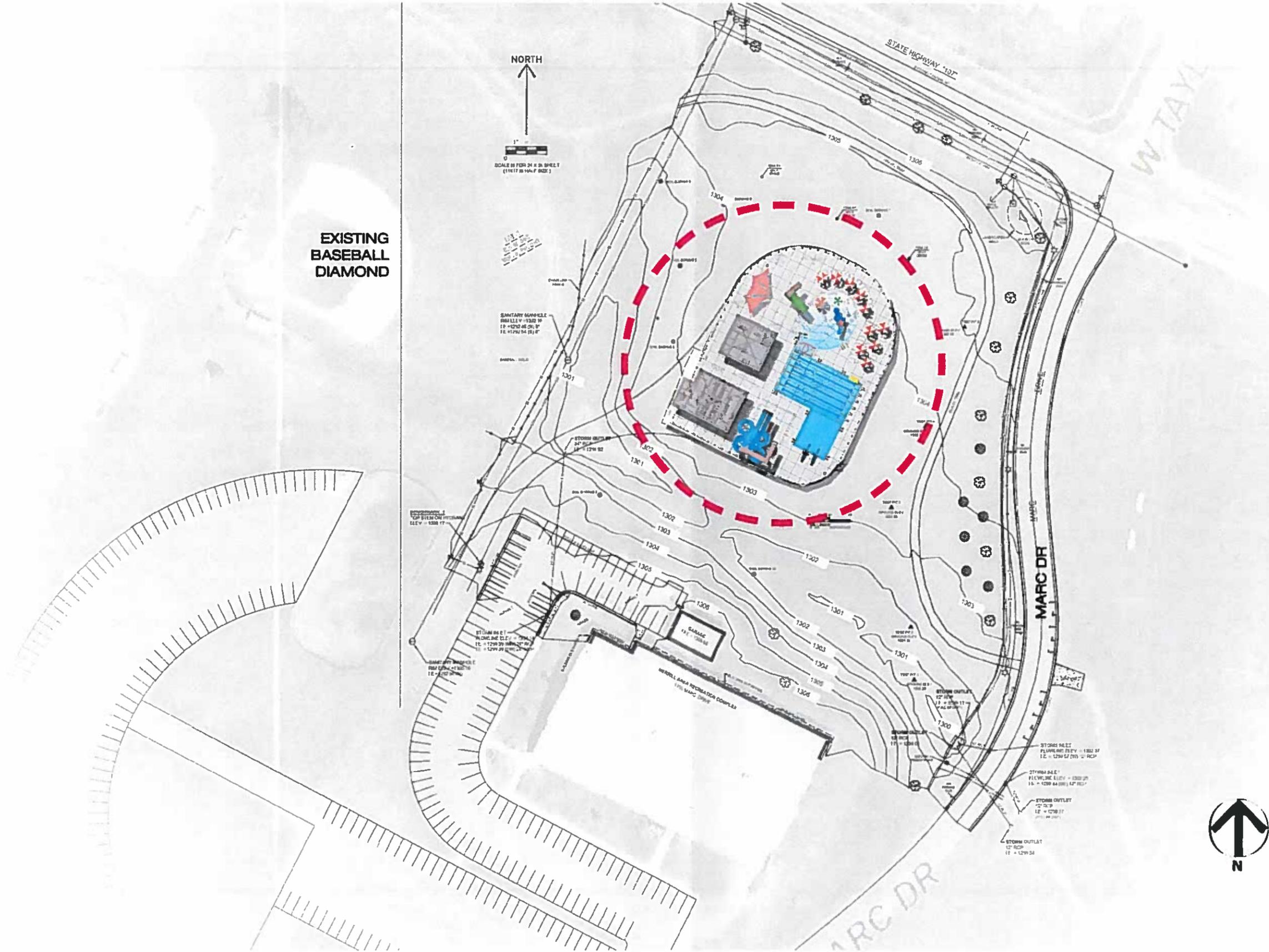
Conditions of Approval \_\_\_\_\_

#### Building Inspection

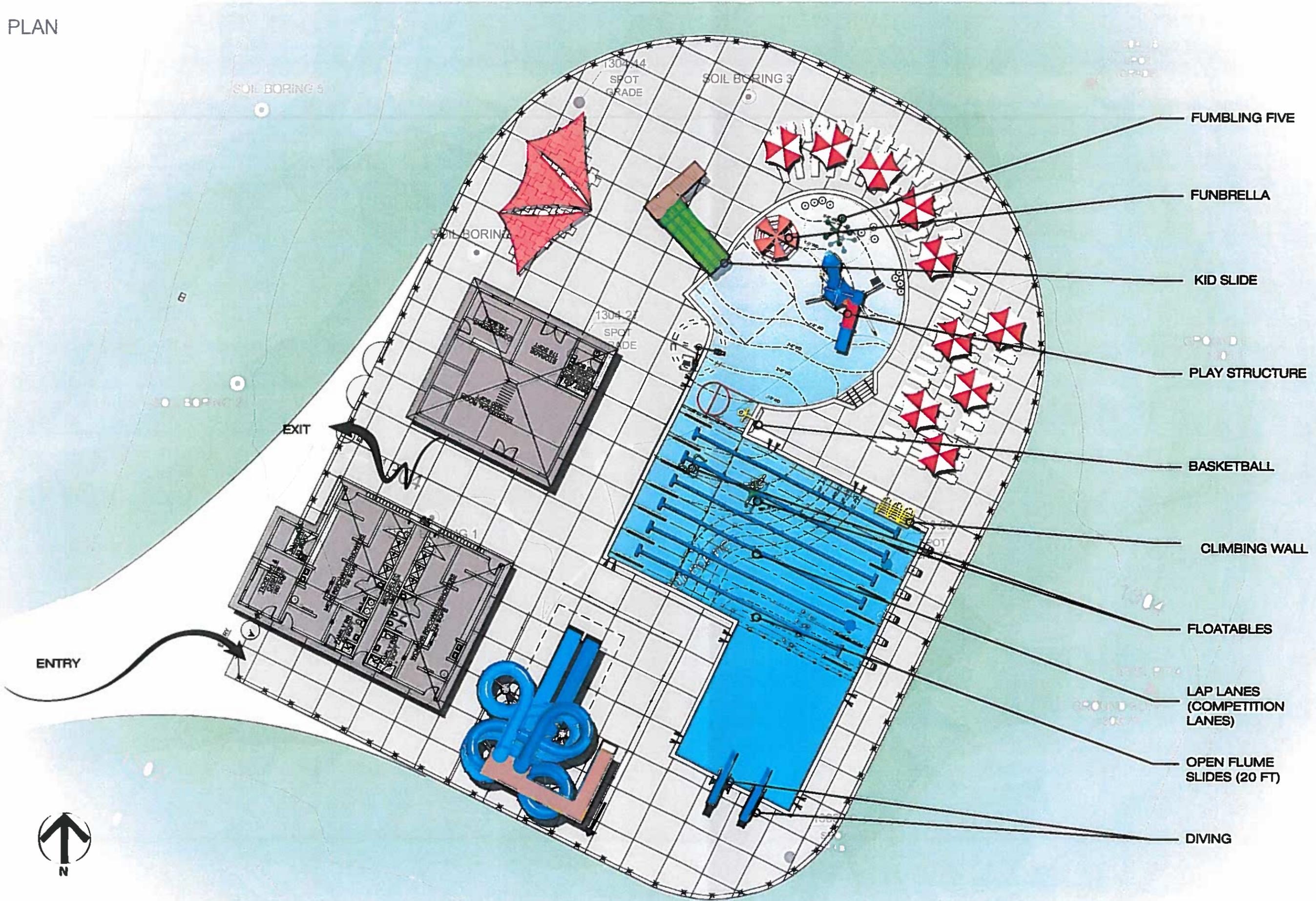
Building Permit Approved \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Conditions of Approval \_\_\_\_\_

SITE PLAN



PLAN



FUMBLING FIVE

FUNBRELLA

KID SLIDE

PLAY STRUCTURE

BASKETBALL

CLIMBING WALL

FLOATABLES

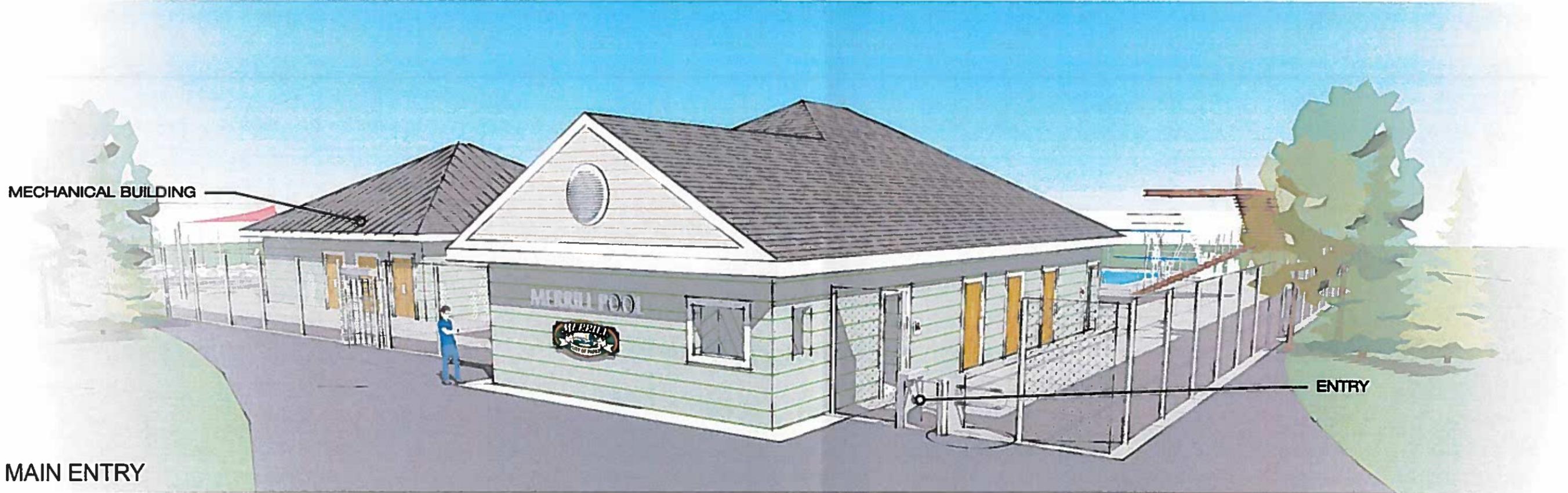
LAP LANES  
(COMPETITION  
LANES)

OPEN FLUME  
SLIDES (20 FT)

DIVING



PERSPECTIVE VIEWS



MAIN ENTRY

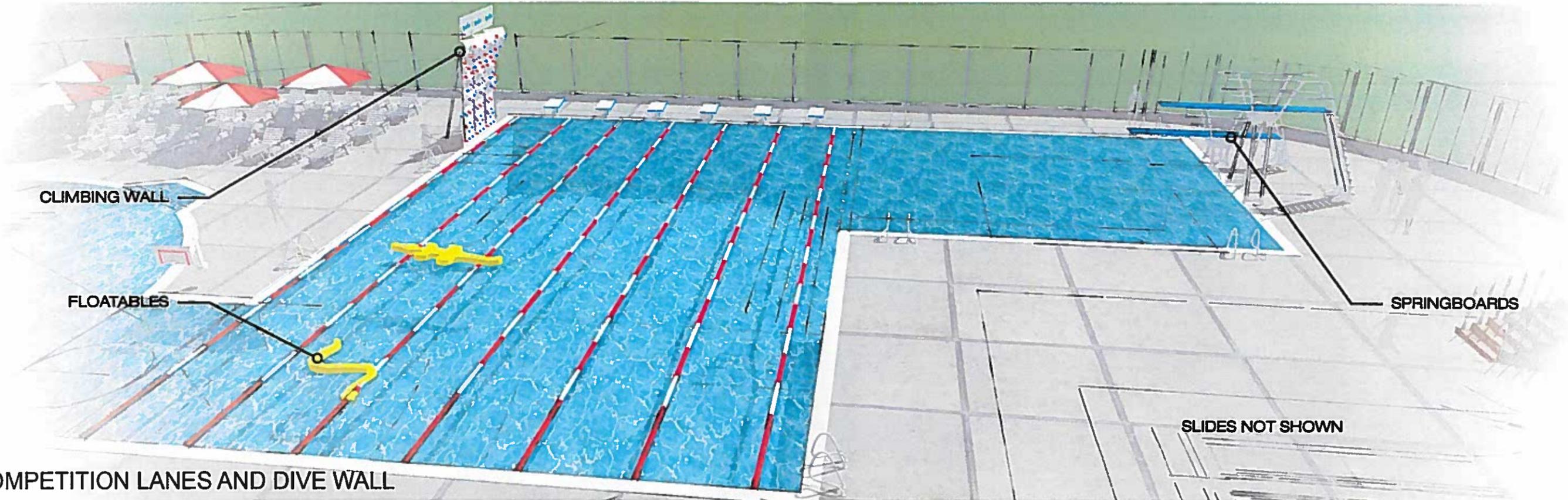


OVERALL



SHALLOW PLAY AREA

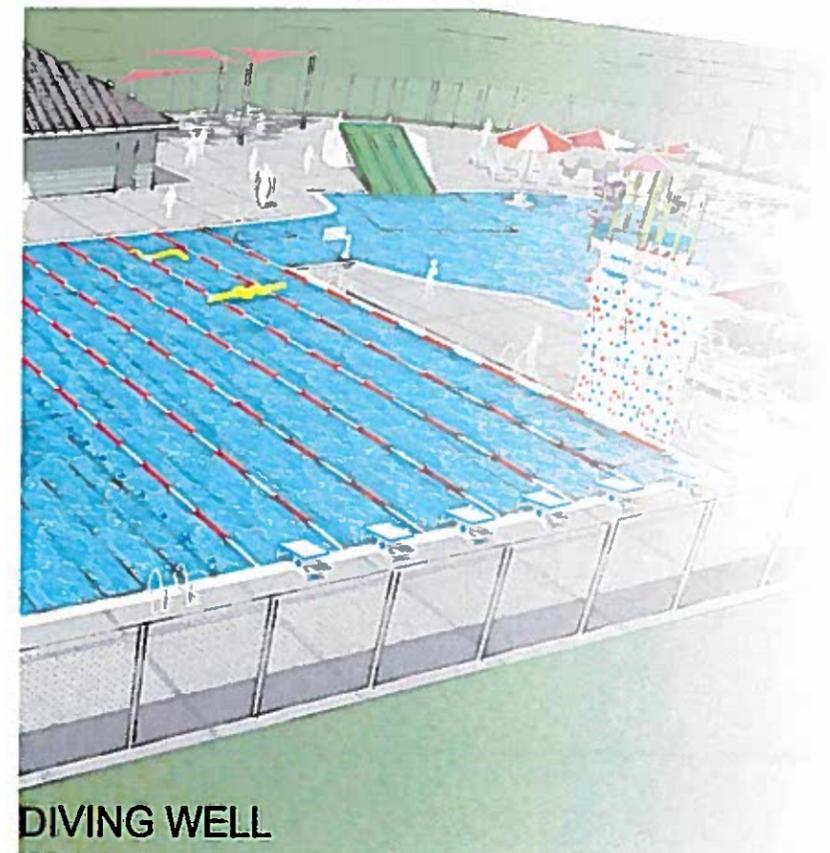
PERSPECTIVE VIEWS



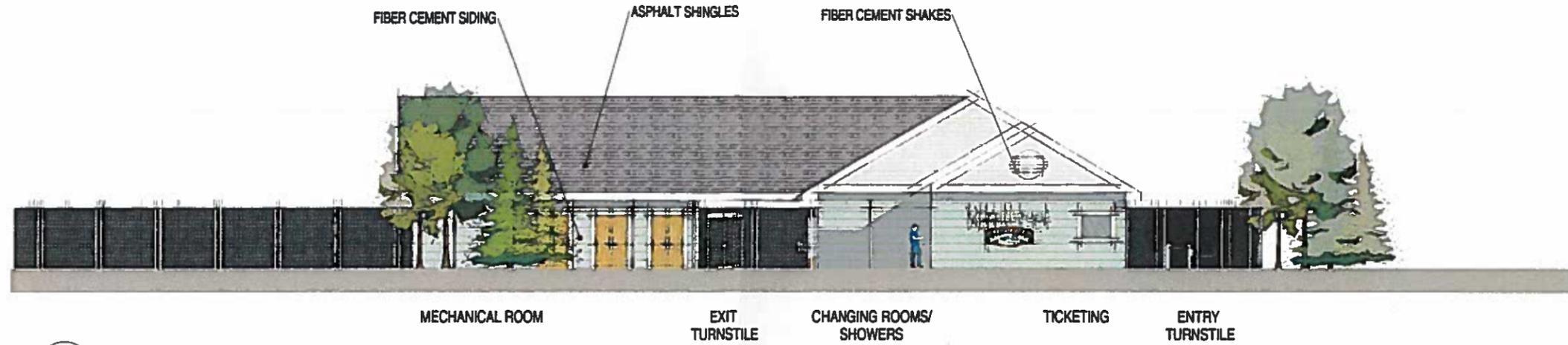
COMPETITION LANES AND DIVE WALL



ZERO DEPTH ENTRY



BATHHOUSE ELEVATIONS - VERSION 2



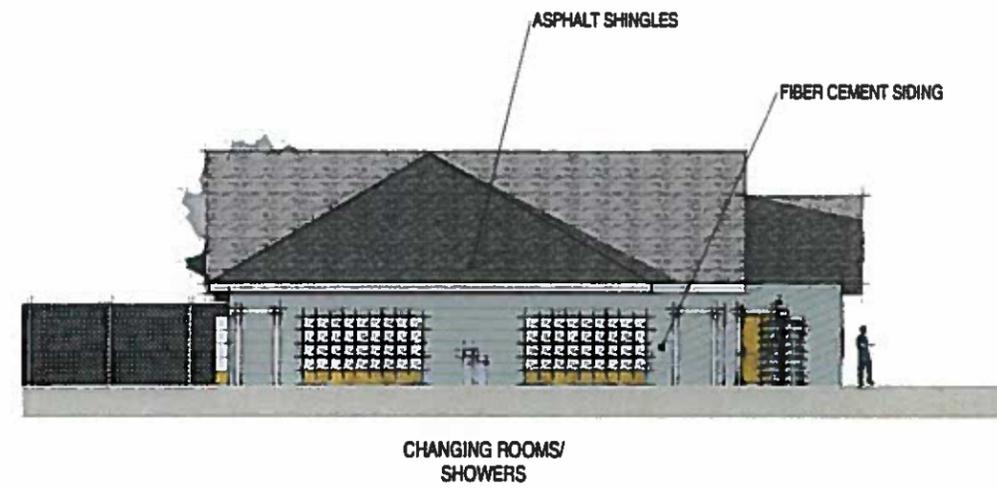
1 WEST ELEVATION  
A1 NA



2 EAST ELEVATION  
A1 NA

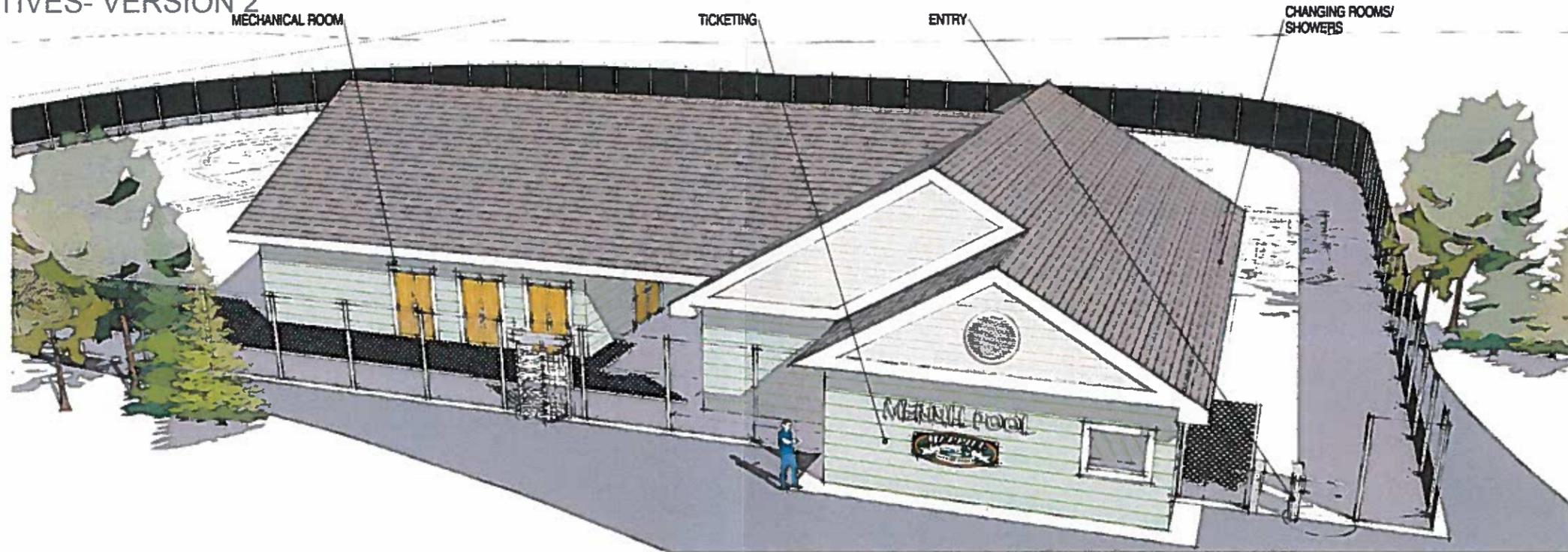


3 SOUTH  
A1 NA

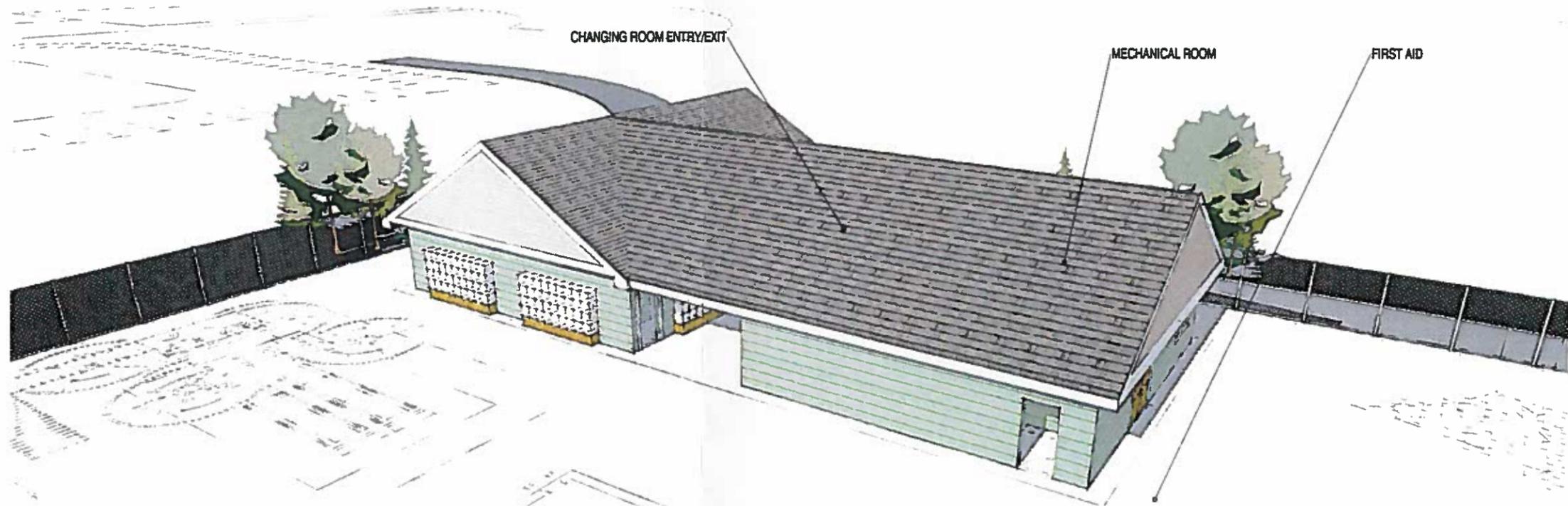


4 NORTH ELEVATION  
A1 NA

BATHHOUSE PERSPECTIVES- VERSION 2



1 ENTRY PERSPECTIVE  
A2 NA



2 POOL SIDE PERSPECTIVE  
A2 NA

{Enter agenda no.}

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION PETITIONING THE SECRETARY OF TRANSPORTATION  
FOR AIRPORT IMPROVEMENT AID**

WHEREAS, the City of Merrill, Lincoln County, Wisconsin, hereinafter referred to as the Sponsor, being a municipal Body Corporate of the State of Wisconsin, is authorized by law (Wis. Stats. §114.11) to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport; and,

WHEREAS, the Sponsor desires to develop or improve the Merrill Municipal Airport, Lincoln County, Wisconsin,

**"PETITION FOR AIRPORT PROJECT"**

WHEREAS, the foregoing proposal for airport improvements has been referred to the City Plan Commission for its consideration and report prior to council action as required by Wisconsin Statutes Chapter 62.23(5); and,

WHEREAS, airport users have been consulted in formulation of the improvements included in this Resolution; and,

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Chapter 114.33(2) as amended, and a transcript of the hearing is transmitted with this petition; and,

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN, the Sponsor, this 14<sup>th</sup> day of April, 2015, that a petition for Federal and (or) State Aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with Federal and State Aid or State Aid only, in accordance with the applicable State and Federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a general aviation type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows: Acquire land in runway approaches; install security lighting; conduct wildlife assessment; clear and maintain runway approaches; and any necessary related work.

3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate costs of the airport development projects described above which are to be paid by the Sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the Sponsor by the Secretary; the Sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the Sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all reasonable federal and state expenditures related to the project shall be paid by the sponsor; and,

WHEREAS, the Sponsor is required by law (Wis. Stats. §114.32(5)), to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

**“DESIGNATION OF SECRETARY OF TRANSPORTATION AS SPONSOR’S AGENT”**

THEREFORE, BE IT RESOLVED, by the Sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contract, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interests in property by purchase, gift, lease, or eminent domain under chapter 32 of the Wisconsin Statutes; and to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules, and regulations relating to airport development projects.

FURTHER, the Sponsor requests that the Secretary provide, per Wis. Stats. §114.33(8)(a), that the Sponsor may acquire certain parts of the required

land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

**“AIRPORT OWNER ASSURANCES”**

AND BE IT FURTHER RESOLVED that the Sponsor agrees to maintain and operate the airport in accordance with certain conditions established in Chapter Trans 55, Wisconsin Administrative Code, or in accordance with Sponsor assurances enumerated in a Federal Grant agreement.

AND BE IT FURTHER RESOLVED THAT THE Mayor and City Clerk be authorized to sign and execute the Agency Agreement and Federal Block Grant Owner Assurances authorized by this Resolution.

Recommended by: Airport Commission  
and City Plan Commission

CITY OF MERRILL, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
William R. Bialecki  
Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
William N. Heideman  
City Clerk

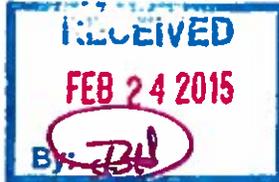
3  
COPY

# NORTRAX

Nortrax, Inc.  
4042 Park Oaks Blvd, Suite 200, Tampa, FL 33610  
Phone: 813-635-2375  
Email: Ben.Richmond@Nortrax.com  
**Ben Richmond**  
Vice President and Chief Financial Officer

February 4, 2015

City Clerk  
City of Merrill  
1004 E. 1<sup>st</sup> St.  
Merrill WI 54452



RE: Petition for City of Merrill, WI to annex property owned by Nortrax, Inc.

Sirs:

Please allow this correspondence to serve as official petition for the City of Merrill, WI to annex certain real property owned by Nortrax, Inc. described as follows:

Approximately 31 acres in size and located in Sections 17 and 18, Township 31 North, Range 7 East, Township of Pine River, Lincoln County, Wisconsin. Specifically, the Area is located between Big Eddy Rd. and U.S. Highway 51 approximately 1/4 mile south of State Trunk Highway (STH) 64

Nortrax intends to construct a 20,000+ sf. facility on the site as a John Deere Construction and Forestry retail dealership. The facility will employ functional parts, service and sales employees as well as serve as the dispatch center for field service technicians and territory sales representatives.

Nortrax looks forward to the relationship between the City of Merrill and our organization, which operates fifty-four similar dealerships throughout the U.S. and Canada. [www.nortrax.com](http://www.nortrax.com)

This petition is respectfully submitted by the below writer on behalf of Nortrax, Inc.

Sincerely,

A handwritten signature in blue ink that reads "Ben Richmond".

Ben Richmond

VP and CFO



**JOHN DEERE**



RECEIVED  
MAR 03 2015  
BY: \_\_\_\_\_

Ben Richmond  
Vice President / CFO  
813-635-2375  
Ben.Richmond@Nortrax.com  
4042 Park Oaks Blvd, Suite 200  
Tampa, FL 33610

March 4, 2015

City of Merrill

**Cost Benefit for New Nortrax Facility in Merrill, Wisconsin**

Nortrax currently operates two facilities in the AOR of the Merrill WI vicinity. The proposed full service facility located in Merrill will replace the full service facility located in Monico, WI, and the full service facility located in Mosinee, WI. Neither the Monico nor the Mosinee facilities currently meet Deere Dealer Standards and will require substantial investment to address. While Mosinee is currently located close to a major highway, replacing both facilities with a facility in Merrill, WI will establish a single new full service facility that will meet Deere Dealer Standards, in a location more ideally positioned to service the northern Wisconsin Area of responsibility.

On the land identified on the annexation request will support the proposed new 22,000 square foot facility will have a visibility to Highway 51 which will provide increased visibility of Deere and Nortrax in the northern Wisconsin market. The main features of the facility project is 12,000 sf 8 bay service area, 5,000 sf for parts storage, and 5,000 sf of administrative area with interior merchandising display.

The facility is expected to produce sales of \$15Million, and employing 15 with a payroll of \$900k. Please see Exhibit A for specific answers to the required Sec 103-1 code.

This facility will be a key enabler for Nortrax to sustain and expand the sales and share growth in northern Wisconsin has achieved and to adequately serve our customers.

**Ben Richmond**  
Vice President/CFO

## EXHIBIT A

- **Sec. 103-1. - Cost benefit analysis—Filed by developer or owner.**
  - (a) The owner or developer of land who seeks to annex a parcel of land of five acres or more to the city shall file with the plan commission and the board of public works a cost benefit analysis, prepared at the expense of such owner or developer. Such analysis must be filed in the city clerk's office no later than seven days prior to the public hearing and the analysis shall be a condition precedent to final approval of the annexation by the city plan commission and the common council. The analysis shall include, based on a five-year projection, the estimate of the capital improvement costs and ongoing maintenance costs of providing the following services to the annexed area:
    - (1) Schools; *As the property will contain no residences there will be no impact on the school district*
    - (2) Water and sewer including any pumping stations; *Water service already runs to the end of Pine Ridge Ave. and sanitary sewer service will need to be extended south to the end of Pine Ridge Ave. from the south west corner behind Culver. The development agreement with Walmart escrowed \$40,000 to extend the sewer line to the end of Pine Ridge. The remainder of water and sewer installation costs will come from Nortrax.*
    - (3) Parks; *There will be no impact on the park system.*
    - (4) Curb, gutter and sidewalks, including any culverts and/or bridges; *Any improvements of this type would be at Nortrax's expense.*
    - (5) Road improvements and new construction; *Pine Ridge Ave. is already completed to the northern edge of the property. Any road necessary to access the property will be installed at Nortrax's expense.*
    - (6) Public transportation; *There will be no impact on public transportation.*
    - (7) Fire and police protection; *Effect on police and fire protection will be minimal and more than covered by property tax revenue to the City.*
    - (8) Cost of any future public improvement easements that may be needed in future developments; *Nortrax will work with the City on any future needs for public improvement easements required for future development.*
    - (9) The estimate of the increased tax revenue that is reasonably expected to accrue to the city if the annexation is approved; *We are looking at a \$3.5 million turn-key project in Merrill.*
    - (10) The estimate of the costs and of the effects of not annexing the land; *Loss of four things: 1)city growth, 2)new development, 3)increased tax base, and 4)potential new jobs.*
    - (11) Such other facts and data as the owner or developer may seek to present; *The annexation and development of this property can lead to additional development to the south as well as development along Big Eddy Road.*

### Five year projection of capital improvements:

All capital improvements are expected to occur in 2015, as the project represents a new \$3.5 million turn-key facility building and grounds, on previously undeveloped land. Additional capital improvements based on a five year projection are expected to be minimal. Routine maintenance over the next five years is expected.