

**ADJOURNED MEETING OF THE COMMON COUNCIL
April 19, 2011**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building at 450 S. Main Street on Tuesday, April 19, 2011 at 7:30 P.M., Mayor Larry D. Fowler presiding. Alderpersons Marie Rakow, Susan Fruit, Lester Parker, Jay Buchanan Mueller, Steve Deets, Judy Shireman, Bill Kloehn and Lorna Dilley present. Mayor Fowler ascertained from the Clerk that the meeting was properly noticed.

Motion by Kloehn, second by Dilley to waive the reading of the minutes of the last meeting (April 5th) in lieu of printed copies and to approve the same. Motion carried.

ANNUAL LIBRARY REPORT: Library Director Michele Nolen-Karras said the state requires an annual report be completed for libraries. Library Board member Ida Ryan said last year the library was open 47 hours per week and this year it is 51 hours per week. She reported the total circulation for adults was 75,564 and for children's material it was 39,458. Mrs. Ryan said it is estimated the library receives about 300 visits from patrons per day. She noted that April 10-16 is National Library Week. Board member Lisa Rewald noted that Michele Nolen-Karras and the Library Board worked with several other area libraries to decrease the cost of automation services through Southwest Library Systems, with the City obtaining over a 27% savings. Mrs. Rewald said that the Library received a grant from the Joan Woodman Orton McCollum Foundation to hire a person to help catalog the backlog of donated material and also a grant for technology equipment from the Gates Foundation. She said there has been progress on the parking lot and it should be completed by July 1st. She said the Friends of the Library continue to sponsor many events and fundraising efforts. Mrs. Rewald mentioned over 300 people were assisted with their taxes through AARP. She invited Council members to look at the art display at the library. Alderperson Dilley said the Library did a good job last year. Mayor Fowler thanked them.

NOMINATE AND ELECT COUNCIL PRESIDENT: Alderperson Shireman nominated Alderperson Deets. Alderperson Dilley seconded the nomination. Motion by Parker, second by Rakow to close nominations and cast a unanimous ballot for Alderperson Deets to be Council President. Motion carried.

APPOINT CITY ATTORNEY (1 year term) – CONFIRM: Mayor Fowler said he would like to appoint Attorney James J Robb and asked for Council confirmation. Motion by Kloehn, second by Fruit to confirm the appointment. Motion carried.

APPOINT CITY ASSESSOR (1 year term) – CONFIRM: Mayor Fowler said he would like to appoint Gretchen Jelinek as the assessor and asked for Council confirmation. Motion by Rakow, second by Parker to ratify the appointment. Motion carried.

DESIGNATE OFFICIAL NEWSPAPER – CONFIRM: Mayor Fowler said he would like to designate the Richland Observer as the official newspaper and asked for confirmation. Motion

by Dilley to designate the Richland Observer as the official newspaper, second by Fruit. Motion carried.

ELECT COUNCIL REPRESENTATIVES TO UTILITY COMMISSION (1 year term): Mayor Fowler opened nominations for utility commission. He said we need to elect two and we will do one at a time. Alderperson Parker nominated Marie Rakow with a second from Alderperson Fruit. Alderperson Deets nominated Lorna Dilley with a second from Alderperson Shireman. Alderperson Deets nominated Bill Kloehn with the second by Alderperson Shireman. Mayor Fowler asked again if there were any other nominations and there were none. Alderperson Dilley was elected 7-1 with Alderperson Dilley voting for Alderperson Rakow.

Mayor Fowler asked for nominations for the second seat. Alderperson Parker nominated Alderperson Rakow with a second from Alderperson Fruit. Alderperson Shireman nominated Alderperson Deets with a second from Alderperson Parker. Alderperson Deets nominated Bill Kloehn with a second from Alderperson Shireman. Alderperson Rakow was elected 5-3 with Alderpersons Deets and Kloehn voting for Bill Kloehn and Alderperson Shireman voting for Steve Deets.

APPOINT STANDING COMMITTEES (1 year term) *Chairman: Mayor Fowler said he would like to appoint the following standing committees, he noted there were no changes from last year, and asked that these appointments all be addressed with one motion.

- City / County Ad/Hoc – Mayor, Fruit, Rakow**
- Airport - *Kloehn, Fruit, Rakow**
- Board of Review – Mayor, Parker, Mueller, Fruit, Elliott, Alt. Jones**
- Finance & Budget - *Deets, Dilley, Kloehn**
- Personnel/Insurance - *Deets, Shireman, Mayor (Utility Rep)**
- Property - *Mueller, Fruit, Rakow**
- Public Safety - *Shireman, Parker, Deets, Alt. Fruit**
- Public Works - *Mueller, Kloehn, Parker**
- Emergency Government Coordinator – Mueller, Alt. Shireman**

Motion by Mueller, second by Rakow to confirm the appointments. Motion carried 8-0.

APPOINT COUNCIL REPRESENTATIVES TO OTHER BOARDS, COMMISSIONS & COMMITTEES: Mayor Fowler said he would like to make the following appointments and he asked that all of these appointments be made with one motion. He noted that some of the Alderperson's terms have not expired.

		Term	Expires
Cable TV:	Jay Mueller*	2 year	April 2012
	Sue Fruit	2 year	April 2013
Historic Preservation:	Jay Mueller	3 year	April 2013
Library Board:	Lorna Dilley	3 year	April 2012
Natatorium:	Sue Fruit	3 year	April 2014
	Marie Rakow	3 year	April 2012

Parks & Grounds Board:			
	Jay Mueller	2 year	April 2012
Plan Commission:			
	Marie Rakow	2 year	April 2012
	Judy Shireman	2 year	April 2012
RDA:			
	Marie Rakow	5 year	April 2012
	Steve Deets	5 year	April 2016
Revolving Loan Fund:			
	Lorna Dilley*	2 year	April 2013
	Judy Shireman	2 year	April 2013
Richland Chamber & Development Alliance:			
	Judy Shireman	3 year	April 2013
Tree Board:			
	Jay Mueller	4 year	April 2012
	Judy Shireman*	4 year	April 2013
	Susan Fruit	4 year	April 2013

Motion by Fruit to confirm the appointments, second by Rakow. Motion carried 8-0.

APPOINT CITIZENS REPRESENTATIVES TO OTHER BOARDS, COMMISSIONS & COMMITTEES: Mayor Fowler said he would like to make the following appointments and he asked that all of these appointments be made with one motion.

- HISTORIC PRESERVATION COMMISSION** (3 Year term)
 Jerry Bower* Citizen April 2014
- NHS REVOLVING LOAN FUND** (1 year term)
 Gerald Cook City Rep. April 2012
- PLANNING COMMISSION** (3 year term)
 Larry D. Fowler (Mayor) April 2014
 Lisa Miller . . . (City Engineer or Citizen) April 2014
- POLICE COMMISSION** (5 year term)
 Ray Schroeder April 2016
- REVOLVING LOAN FUND** (2 year term)
 Lorna Dilley* Council Rep. April 2013
 Judy Shireman RCDA Rep April 2013
 Dottie Behling Member at large. April 2013
- ZONING BOARD OF APPEALS** (5 year term)
 Ruth Moser (Alternate) April 2016
- TREE BOARD** (1 year)
 Todd Kenefick April 2012
- NATATORIUM** (1 year)
 Fred Graf April 2012

Motion by Kloehn, second by Mueller to confirm the appointments. Motion carried 8-0.

CONFIRMATION OF CITY FORESTER AND ASSISTANT: Mayor Fowler said he would like to appoint K. Terry Sime as City Forester for another year. Motion by Dilley, second by Shireman to confirm the appointment. Motion carried.

PUBLIC HEARING REGARDING ITS PROPOSED APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT – PUBLIC FACILITY GRANT (CDBG-PF) PERTAINING TO DEVELOPMENT OF A NEW WASTEWATER TREATMENT FACILITY.

- A. IDENTIFICATION OF TOTAL POTENTIAL FUNDS.** Mayor Fowler said the Utilities have been working to finalize plans at for the new wastewater treatment site and they are looking for funds. He said they have pursued Rural Development, Wisconsin DNR money, Clean Water Funds, other CDBG and Focus on Energy funds. He said the plans and specifications are complete and the project is officially out for bids and on the counter in the Clerk's office. Mayor Fowler said that funding is available through the WI Department of Commerce for this project with a maximum of \$750,000.00 which is 20-30% of the cost.
- B. ELIGIBLE CDBG ACTIVITIES.**
- 1. ECONOMIC DEVELOPMENT.** Mayor Fowler stated the Foundry has received funds in the past for economic development.
 - 2. PUBLIC FACILITIES.** Mayor Fowler noted the City used these funds for Seminary Street, Court Street, and Orange Street.
 - 3. HOUSING.** Mayor Fowler noted the City works with Neighborhood Housing Services for housing rehabilitation and housing purchases.
- C. PRESENTATION OF IDENTIFIED COMMUNITY DEVELOPMENT, PUBLIC FACILITIES AND HOUSING NEEDS.** Mayor Fowler said there is a need for senior housing and downtown revitalization for upstairs apartments as well as force mains and a new reservoir, storm sewers on Haseltine Street, Preston Drive and the Wheat property. He said there is low water pressure in areas that would require reservoirs or a pumping station on Sextonville Road.
- D. IDENTIFICATION OF COMMUNITY DEVELOPMENT, PUBLIC FACILITIES AND HOUSING NEEDS BY PUBLIC.** Mayor Fowler said the current needs they have from the Community Business Outreach Committee meetings is that there is not adequate housing for management level employees and they have trouble recruiting people.
- E. PRESENTATION OF ACTIVITIES PROPOSED FOR THE CDBG – PF APPLICATION.** Mayor Fowler said the new waste water treatment facility is estimated at \$35 million dollars. He stated the CDBG application earmarks \$750,000.00 for force mains to the new plant.
- F. CITIZEN INPUT REGARDING PROPOSED AND OTHER CDBG ACTIVITIES.** There were no comments from the audience.

AUTHORIZING RESOLUTION RELATING TO THE CITY OF RICHLAND CENTER'S PARTICIPATION IN THE WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

Motion by Dilley, second by Rakow to approve and authorize the Mayor to sign Resolution 2011-6 relating to the City of Richland Center's participation in the Wisconsin Community Development Block Grant Program. Motion carried 8-0.

CONSIDER EXPENDITURE TO RIP / RAP DITCH BY ALLEN BRADLEY:

Alderson Deets said Finance reviewed the bids and recommended Mindham Construction who was the low bid at \$6591.60 with \$5000.00 coming from the 2010 dike maintenance carryover and the balance from the 2011 floodplain budget and it was also contingent upon reaching an agreement on the length of a satisfactory guarantee . He said the Street Department attempted the repairs and they were washed out with heavy rain. Mayor Fowler said the project needs to be completed before the Allen-Bradley open house in July. Motion by Rakow to approve the bid from Mindham Construction in the amount of \$6591.60 to complete the ditch shaping, seeding and erosion control, contingent upon reaching an agreement on the length of a satisfactory guarantee, with \$5000.00 coming from the 2010 dike maintenance carryover and the balance from the 2011 floodplain budget. Alderson Deets made the second and the motion carried 8-0.

CONSIDER EXPENSE FOR TRUCK REPAIR – STREET DEPARTMENT:

Alderson Deets said the 1994 International Dump Truck has transmission problems and to repair it would be approximately \$2000.00. He said there is also a shift lever assembly that needs repaired and LaFarge Truck has spent 3-4 hours working on it and making parts to fix it. He said Terry Nelson felt comfortable with the repaired shift lever assembly and the transmission repair. Other options would be to purchase a new shift lever assembly which would be approximately \$2300 and a rebuilt transmission would be about \$5200.00. Alderson Deets said Finance recommended to repair the transmission and repair the shift lever assembly with a cost not to exceed \$3000.00. Motion by Kloehn, second by Dilley to authorize LaFarge Truck to repair the transmission and repair the shift lever assembly with a cost not to exceed \$3000.00. Motion carried 8-0.

CONSIDER EXPENDITURE FOR TESTING THE LANDFILL.

Mayor Fowler said this is an annual contract for landfill testing and the cost is identical to last year. Alderson Deets said Finance recommended approval. Motion by Deets, second by Deets to approve the contract with MSA for landfill testing at \$2240.00 for license #01519 and \$8490.00 for license #03065, with the funds coming from the landfill accounts. Motion carried 8-0.

CONSIDER JOINT PURCHASE AND SUPPORT OF SRT VEHICLE WITH SHERIFF'S DEPARTMENT:

Chief Annear said the Special Response Team has 10 Officers from the City and County that is called out for specific situations and they train together every other month. He said when they

are called they do not have a vehicle and use their personal vehicles to go to the incident. He said the Federal Government has a 1033 program where local government can obtain a vehicle that was used by the military at no cost other than the shipping charges. Chief Annear said the vehicle is in Waunakee. He said there is \$2000.00 in the SRT budget and the approximate cost to the City would be \$1650.00. He said the vehicle costs would be split 50/50 between the City and the County. He said right now there is not sufficient storage for their equipment and this vehicle has enough storage area to keep all of it together. He said the Law Enforcement Committee at the County approved the purchase. Chief Annear said it has been approved by Public Safety and Finance. Motion by Shireman, second by Dilley to authorize the purchase of the vehicle presented or proceed with another if that particular one is no longer available, for the SRT with an approximate cost of \$1650.00. Motion carried 8-0.

PROCLAMATION HONORING ARBOR DAY:

Mayor Fowler said this Proclamation was presented last Friday on Arbor Day and it will be given to Principal Guy at the Richland Middle School. He read the proclamation and said that students and other volunteers worked hard on a cold day to plant trees on Central Avenue.

PAYMENT OF MONTHLY BILLS:

Motion by Mueller to pay the bills as presented. Alderperson Rakow made the second and the motion carried 8-0.

MAYOR LARRY D. FOWLER: He congratulated the four Council members who were re-elected. He mentioned Council members need to sign up for a May 5th League meeting at 5:30 p.m. Mayor Fowler noted that the Big Top Chautauqua was a success and that merchants put together a basket and plaque for them. He said they were impressed with the City's hospitality. He said there would be a Community Business Outreach tour on April 29th at 9:00 a.m. to Weggy Winery. He said tomorrow the Campus East Hall will be dedicated at 9:00 a.m., he will be at Schmitt for a forum on April 26th to give a "State of the City" address. He announced the City Clerk / Treasurer Jude Elliott will be retiring in January 2012. He said Municipal Clerk's week from May 1st to the 7th.

ALDERPERSON MARIE RAKOW: She thanked the voters and said she would do her best to serve them.

ALDERPERSON LESTER PARKER: He thanked the voters.

ALDERPERSON STEVE DEETS: He thanked the voters for re-election and for being appointed Council President. He said there is a tentative agreement with the Police Union for 2011.

ALDERPERSON BILL KLOEHN: He thanked the voters for electing him.

PARKS & GROUNDS SUPERVISOR K. TERRY SIME: He said there is a lot of work being done in the parks. He said the second cemetery wall is done and looks great but there is

another small wall to look at replacing in the future. He said there was storm damage to some backstops and an insurance claim was turned in. He said there were 90 6th grade students planting 5 blocks of trees on Central Avenue and the City received a Tree City award for the 12th year.

POLICE CHIEF JOHN ANNEAR: He said there is a prescription drug take back at the Police Department that will be held on April 30th from 10:00 a.m. until noon to properly dispose of them.

CITY CLERK / TREASURER JUDE ELLIOTT: He wished John Annear a happy 49th birthday.

ATTORNEY ROBB: He said there will be an electronic collection on April 30th at the Highway Shop.

ADJOURN:

Motion by Kloehn, second by Dilley to adjourn. Motion carried at 8:55 p.m.
Minutes by Melinda D. Jones, Deputy Clerk /Treasurer

Mayor, Larry D. Fowler

Attest:

City Clerk / Treasurer Jude Elliott