

REGULAR MEETING OF THE COMMON COUNCIL

January 21, 2014

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, January 21, 2014 at 7:30 P.M., Mayor Paul F. Corcoran presiding. Alderpersons Marie Rakow, Susan Fruit, Lester Parker, Jay Buchanan Mueller, Marsha Machotka, Judy Shireman, Dawn Elliott, and Lorna Dilley present. The Pledge of Allegiance was said. Mayor Corcoran ascertained from the Clerk that the meeting was properly noticed.

Motion by Dilley, second by Rakow to waive the reading of the minutes of the last meeting (January 7th, 2014) in lieu of printed copies and to approve the same. Motion carried 7-0.

Alderson Shireman arrived.

PUBLIC HEARING ON COMMUNITY DEVELOPMENT BLOCK GRANT EMERGENCY ASSISTANCE PROGRAM (CDBG CONTRACT # EAP 08-60). REVIEW OF CURRENT PROGRAM ACTIVITIES (COMMUNITY CENTER/SENIOR CENTER PROJECT), PROGRESS AND CONSTRUCTION ACTIVITIES, CDBG-EAP PROGRAM GOALS: Jeff Thelen of MSA Professional Services, Inc. presented information on the CDBG-EAP program. This second citizen participation meeting is being held to inform the public of the progress of the following Community Development Block Grant-Emergency Assistance Program (CDBG-EAP) funded project.

Relocation of Richland Center Community/Senior Center and Early Flood Warning System.

This meeting is also being held to request citizen input on the CDBG-EAP program, which has partially funded the project.

The Wisconsin Department of Administration awarded the City of Richland Center **\$1,790,000** in the form of a construction grant.

1. Review of the Current CDBG-EAP Program Activities:

- a. Relocation of Richland Center Community/Senior Center Out of the Floodway
- b. Early Flood Warning System (web-based)

2. Program Progress and Construction Activity:

- a. All construction activities have been completed for the Community/Senior Center. The Center is open and serving the public.
- b. The flood warning system was not installed due to regulatory issues and the City amended the CDBG-EAP contract to move the \$40,000 of unused CDBG-EAP funds to the Community/Senior Center construction.

3. CDBG-EAP Budget Summary

- a. Original CDBG-EAP Budget
 - i. Relocation of Community/Senior Center **\$1,744,000**

- ii. Early Flood Warning System **\$40,000**
- iii. Grant Administration **\$6,000**
- b. Final CDBG-EAP Budget
 - i. Relocation of Community/Senior Center **\$1,784,000**
 - ii. Early Flood Warning System **\$0**
 - iii. Grant Administration **\$6,000**

4. CDBG-EAP Program Goals:

- a. Benefit low-to-moderate-income persons
- b. Preventing or eliminating slums or blight
- c. Meeting an urgent local need that poses a serious and immediate threat to the health or welfare of the community, and for which other financial resources are not available
- d. Repair of disaster related damage to the dwelling unit, including repair or replacement of plumbing, heating, and electrical systems
- e. Acquisition and demolition of dwellings unable to be repaired
- f. Down-payment and closing cost assistance for the purchase of replacement dwellings
- g. Assistance is limited to 50% of the pre-market equalized assessed value
- h. Publicly owned utility system repairs Streets Sidewalks
- i. Community Centers

5. Questions or Suggestions on the Program:

- a. Mayor and members of the City Council thanked the CDBG-EAP program for funding the project. One board member stated that the Center draws users from a larger area than Richland Center.
- b. Park and Recreation Director Stibbe stated that the Center is very unique to the area. It is a major improvement over the old center. Rentals are up from 400 rentals per year in the old Center to 700 rentals per year in the new Center.
- c. There were no questions or comments from the public audience.

PUBLIC COMMENTS: Mr. Shannon Clark, Board President for RCDA, gave a little background about the 9-member board, their history as economic development, the chamber of commerce, how they joined, and their mission. He reported on requests made in 2013 at the visitor center with 50 being from out of the state and the cost to have someone staff the visitor center. He stated at this point the budget does not allow them to fulfill their mission and they will meet with members next Tuesday.

Mr. Craig Woodhouse stated he lived in the County for the past 20 years and is at SWTC working for training programs in the 5 county region. He spoke on his opinion and not that of SWTC, that the workforce has changed and the need for further workforce development and community support.

Ms. Violet O B'day expressed her satisfaction with the RCDA and how they helped her and requested the Council to reconsider funding RCDA.

ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:

Aldersperson Parker requested an Airport Committee meeting to look at an alternate heating source for the airport terminal. Mr. Rod Perry said there would be a meeting in the near future between the City Council and Utility Commission for better communications.

CONSIDER AND POSSIBLE ACTION ON AMENDED SITE PLAN FOR SCHREIBER FOODS LOCATED AT 920 SEXTONVILLE ROAD:

Mr. Jim Turek from Schreiber Foods said they had a 32' x 32' refrigeration room on the east side of the building in their original plan that they would like to expand to a 38' x 55' room for cooling product. Motion by Rakow, second by Machotka to approve the amended site plan. Motion carried 8-0.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON PROPOSAL FOR USE OF DEPOT/VISITOR CENTER:

Crystal Foley and Nick Studnicka from the Brewer Library presented the plan for a museum to go along with the visitor center that would be staffed with volunteers and History room staff on Saturdays between 10 a.m. and 2 p.m. The Library Director, Michele Nolen-Karras volunteered to be the coordinator of volunteers for one year. Ms. Foley stated there are many items in the attic storage area that could be transported to the depot for display as well as some could be located in the caboose. It was suggested to add this information to the City web site. Motion by Dilley, second by Machotka to approve the museum/visitor center concept and allow the Library staff to display the items. Motion carried 7-1 with Aldersperson Fruit dissenting.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON CITY PLANS FOR MONEY PREVIOUSLY APPROPRIATED FOR RCDA UNDER ACCOUNT #56100-200:

Attorney Robb gave his opinion that Aldersperson Rakow does not have any personal gain as an appointed member of the RCDA Board or as an elected official of the City Council so there would be no conflict of interest for her to vote as a Council member. Mayor Corcoran said jobs are a huge concern in the City and economic development cannot be ignored. He suggested a focus group to move forward on this. There is still a tourism committee that could be re-authorized or new appointments could be approved. Lastly he said a new chamber could not be established if there is an existing chamber. He stated that many people who have contacted him want to volunteer and bring people to the community to make Richland Center grow. Clerk Jones reported that with the \$35,000 of funding, the Council should consider that in the budget there is \$2400.00 in rental income from the depot that will not be received and the utilities for the depot would be about \$3000 to \$3600 based on previous years that the City paid those expenses for RCDA so the money available may need to be reduced to about \$29,000. No action was taken.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON RE-APPROPRIATING FUNDS TO RCDA FROM THE CITY BUDGET UNDER ACCOUNT #56100-200:

Motion by Parker to keep the funds in the City and not return them to RCDA, second by Elliott. Aldersperson Mueller expressed this desire to establish a clear plan as soon as possible. Aldersperson Fruit said the RCDA was willing to work with the City. Aldersperson Machotka said the relocation is not very visual to the community or outside visitors. It was asked why the RCDA relocated out of the City and what their rent would be. Mr. Clark stated there was no rent

in the agreement that RCDA would provide secretarial services for SWTC. They reduced staff, rent and utilities by moving. Motion carried 7-1 with Alderperson Fruit voting against.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON RESCINDING RESOLUTION 2013-21 AUTHORIZING THE RICHLAND COUNTY TOURISM COMMITTEE OF THE RICHLAND CHAMBER AND DEVELOPMENT ALLIANCE (RCDA) AS IT'S TOURISM ENTITY AS DEFINED IN STATE STATUTE 66.0615 ROOM TAX: Attorney Robb stated that there is a tourism committee named and in the resolution they prepared, it states that funds could be disbursed after the City Council approves the tourism budget. Funds do not have to be disbursed because the budget was presented but never officially approved by the Council. Motion by Parker, second by Machotka to postpone action on this item. Motion carried 8-0.

CONSIDER AND POSSIBLE ACTION ON RESOLUTION DETERMING THE AMOUNT AND PAYMENT TERMS OF THE PROPOSED SPECIAL ASSESSMENTS ON SIX PROPERTIES ABUTTING STEWART STREET: Mr. Todd Fischer from the Waste Water Utility stated that they had been in contact with the property owners, however the new owners took possession after the project was started and after it was finished. He reviewed the project, the terms of the assessment and that the owners are not assessed until they connect. The assessment would stay with the deed if the property is sold. Mayor Corcoran apologized for the confusion at the last meeting and expressed the need to share information with each other so we can support each other. Motion by Rakow to approve resolution 2014-4 as written with the revised version date of 1/17/14. Alderperson Parker seconded and the motion carried 8-0.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON COUNCIL SLARY AND ATTENDANCE AT MEETINGS: The Council members were questioned and the consensus was that there are many other obligations of Council Members have such as committee meetings, emails, discussions and phone calls with the public, and all make an effort to be at the meetings. No action was taken.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON MEAL SITE CONTRACT RENEWAL: Shane Stibbe said changes have been made with the group as needed and they have really grown in the amount of meals provided to the public. The Park Board reviewed the contract, removed the trial period, changed the hours of usage by a half hour less per day, and extended the contract to a 2-year contract with a review at one year. Motion by Mueller, second by Rakow to approve the contract as presented. Motion carried 8-0.

DISCUSSION ON AMBULANCE SERVICE CURRENTLY PROVIDED BY RICHLAND COUNTY: County Board Chair Jeanetta Kirkpatrick clarified that the County has not said they do not want to run the ambulance service. The next ad/hoc meeting will be February 19th. The County is interested in working together, interested in running the ambulance, have the infrastructure and knowledge to do so. They currently have a volunteer service and will look at proposals such as a blended volunteer and hired staff to operate the squads, as well as other options such as a contracted or creating a district to meet the needs of the 911 calls.

DISCUSSION, CONSIDER AND POSSIBLE ACTION ON POLICY OF VOLUNTEERS AND TEMPORARY WORKERS FOR THE CITY: Motion by Shireman, second by Fruit to address this issue at the next meeting. Motion carried 8-0.

BUILDING/DEMO/STREET CUTTING PERMITS: Clerk Jones reported there were water main breaks on Pleasant View Court and Westside Drive that required street cutting.

PAYMENT OF MONTHLY BILLS: Motion by Mueller, second by Fruit to approve the payment of the bills. Motion carried 8-0.

MOTION by Mueller, second by Dilley to go into closed session per WI Statute 19.85 (1)(e) investment of public funds, to consider subordination request of Center Industries, LLC. Motion carried 8-0.

Closed session.

Motion by Mueller, second by Machotka to reconvene into open session to vote on matters pertaining to WI Statute 19.85 (1)(e). Motion carried.

Motion by Mueller, second by Machotka to approve the subordination request of Center Industries, LLC. Motion carried 8-0.

ADJOURN: Motion by Mueller, second by Dilley to adjourn. Motion carried at 10:10 p.m.

Mayor, Paul F. Corcoran

Attest:

City Clerk / Treasurer Melinda D. Jones