

**ADJOURNED MEETING OF THE COMMON COUNCIL  
April 15, 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, April 15, 2014 at 7:30 P.M., Mayor Paul F. Corcoran presiding. Alderpersons Marie Rakow, Susan Fruit, Lester Parker, Jay Buchanan Mueller, Marsha Machotka, P. 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.

**NOMINATE AND ELECT COUNCIL PRESIDENT:** Motion by Fruit to nominate Jay B. Mueller as Council President, second by Rakow. Motion by Parker to close nominations and cast a unanimous ballot for Jay B. Mueller as Council President. Motion carried 8-0.

**APPOINT CITY ATTORNEY:** Motion by Rakow, second by Dilley to nominate Attorney Robb as City Attorney. Motion by Machotka, second by Dilley to close nominations and cast a unanimous ballot for Jay Robb as City Attorney. Motion carried 8-0.

**APPOINT CITY ASSESSOR:** Motion by Fruit, second by Rakow to nominate Gretchen Jelinek. Motion by Fruit, second by Rakow to close nominations and cast a unanimous ballot for Gretchen Jelinek as City Assessor. Motion carried 8-0.

**DESIGNATE OFFICIAL NEWSPAPER:** Motion by Fruit, second by Dilley to nominate the Richland Observer. Motion by Machotka, second by Dilley to close nominations and cast a unanimous ballot for the Richland Observer as the official newspaper. Motion carried 8-0.

**ELECTION OF COUNCIL REPRESENTATIVES TO THE UTILITY COMMISSION:** Dawn Elliott nominated Judy Shireman, Jay Mueller nominated Marie Rakow, Sue Fruit nominated Lorna Dilley, Judy Shireman nominated Dawn Elliott. Motion by Machotka, second by Parker to close nominations. Motion carried 8-0. Alderperson Marie Rakow received 6 votes and was awarded the first seat.

Susan Fruit nominated Lorna Dilley to the second seat, Judy Shireman nominated Dawn Elliott. Motion by Machotka, second by Parker to close nominations. Motion carried 8-0. Lorna Dilley received 6 votes and was awarded the second seat.

**APPOINT STANDING COMMITTEES:** Motion by Mueller, second by Rakow to approve the standing committees as presented and add Dilley or Rakow as alternates on the Richland Fire Department board, also Corcoran and Mueller to the Ambulance Committee. Motion carried 8-0.

**APPOINTMENTS TO BOARDS AND COMMISSIONS – COUNCIL REPRESENTATIVES:** Motion by Mueller, second by Dilley to approve the Council Representative appointments as presented. Motion carried 8-0.

**CONFIRMATION OF CITY FORESTER:** Motion by Shireman, second by Fruit to postpone to the next meeting. Motion carried 8-0.

Motion by Fruit, second by Rakow to waive the reading of the minutes of the last meeting in lieu of printed copies and to approve said minutes. Motion carried 8-0.

**CITY EVENTS AND CITIZEN'T CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** Mayor Corcoran stated he is working on increasing the size of the Memorial Day parade.

**CITY AND UTILITY DEPARTMENT HEAD CONCERNS: Library Director Michele Nolen-Karras:** Ms. Nolen-Karras talked about National Library Week, the new Child's Librarian is Marissa Barzan, and the Library received a \$1000 grant from the Woodman Foundation for books for babies. Francis Braithwaite said the Friends of the Library meet every other month and do small projects, while the Library Foundation completes larger projects. Michele Nolen-Karras said Laurene Behrendt has been working with her to obtain volunteers and will be the volunteer coordinator for the Visitor Center / Museum. It will open May 24<sup>th</sup> with hours Monday through Saturday from 10am to 3pm. There are a few items that need to be purchased yet and work is being completed by volunteers.

**CONSIDER AND POSSIBLE ACTION ON PURCHASE OF OPERATING ITEMS FOR VISITOR CENTER / MUSEUM:** Motion by Fruit, second by Rakow to postpone to the next meeting. Motion carried 8-0.

**CONSIDER AND POSSIBLE ACTION ON APPLICATION OF VOLUNTEER SERVICE FORM:** Motion by Parker, second by Fruit to approve the form. Motion carried 8-0.

**CONSIDER AND POSSIBLE ACTION ON VOLUNTEER GUIDELINES:** Motion by Machotka, second by Dilley to approve the guidelines. Motion carried 8-0.

**CONSIDER AND POSSIBLE ACTION ON LENDER CONTRACT AND RECORD OF CONSIGNMENT FORM:** Motion by Rakow, second by Machotka to approve the form with the addition of a line added after each item listed for an estimated value to be added based on the lender's opinion. Motion carried 8-0.

**CONSIDER AND POSSIBLE ACTION ON SCREENING, TRAINING, AND SUPERVISION STANDARDS FOR VOLUNTEERS:** Motion by Rakow, second by Dilley to approve as presented. Motion carried 8-0.

**PLAN & UTILITY COMMISSION RECOMMENDATIONS: CONSIDER AND POSSIBLE ACTION ON SITE PLAN APPROVAL TO ADD AN ACCESSORY BUILDING FOR GOODWILL INDUSTRIES AT 2496 US HWY 14 EAST:** The Utility Commission and Water Superintendent determined there appears to be no threat to the wellhead and have approved the building to be used for the storage of donations until they are processed

for sale. Motion by Parker, second by Rakow to approve the site plan with the accessory building placed no closer than 6 feet from the main building. Motion carried 8-0.

**FINANCE COMMITTEE RECOMMENDATIONS: CONSIDER AND POSSIBLE ACTION ON PAYMENT TO RICHLAND COUNTY REGARDING BUDGET DEFICIENCY OF \$11,046.69 AT SYMONS RECREATION COMPLEX FOR 2013:** Motion by Rakow, second by Fruit to approve using cash on hand. Motion carried 7-1 with Parker voting against.

**PUBLIC SAFETY RECOMMENDATIONS: CONSIDER AND POSSIBLE ACTION ON REQUEST FOR A TEMPORARY CLASS "B" RETAILER'S LICENSE FROM THE RICHLAND CENTER ROCKETS HOME TALENT BASEBALL FOR BASEBALL GAMES BETWEEN MAY 11, 2014 AND JULY 26, 2014:** Motion by Shireman, second by Elliott to approve as presented. Motion carried 7-1 with Rakow voting against.

**CONSIDER AND POSSIBLE ACTION ON RESOLUTION IMPLEMENTING AND FEES FOR LARGE ITEM COLLECTION:** The resolution was revised once more information was received from Town & Country Sanitation. The amount of the penalty was discussed and adjusted to \$250.00. Motion by Machotka, second by Shireman to approve Resolution 2014-9 with the change to item number 4 being a penalty of twice the stated charge plus an administrative fee of \$250.00. It was stated if an item is placed at the curb and left there, once reported to the City the City would contact Town & Country Sanitation for the next collection and the property owner would be billed accordingly. Motion carried 8-0.

**INTRODUCTION, CONSIDER AND POSSIBLE ACTION ON SUSPENSION OF THE RULES, CONSIDER AND POSSIBLE ACTION ON AMENDMENT TO ORDINANCE CHAPTER 456 RELATING TO INCREASE IN CURRENT COST SCHEDULE:** It was stated the rates are charged to the City by the Fire District. The City bills that charge to the individuals, which can be submitted to insurance companies. The fees have not been raised in at least the last 12 years and on larger fires the department does not break even. Motion by Parker, second by Machotka to suspend the rules. Motion carried 8-0. Motion by Rakow, second by Fruit to waive the reading and adopt Ordinance 2014-2. Motion carried 8-0.

**PAYMENT OF BILLS:** Motion by Shireman, second by Machotka to approve the bills as presented. Motion carried 8-0.

Motion by Machotka, second by Shireman to go into closed session per WI Statute 19.85 (1)(e) investment of public funds; consider negotiations of developer agreement in Orange Street Commons project area. Motion carried 8-0.

Closed Session.

Motion by Mueller, second by Dilley to reconvene into open session. Motion carried 8-0.

**ADJOURN:** Motion by Mueller, second by Fruit to adjourn. Motion carried at 10:45 P.M.

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Mayor, Paul F. Corcoran

Attest:

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City Clerk / Treasurer Melinda D. Jones  
Minutes by Melinda D. Jones