

MINUTES OF THE MEETING OF THE COMMON COUNCIL

**Tuesday, July 15, 2014 at 7:30 P.M. in the Council chambers
of the Municipal Building at 450 S. Main St.**

Members Present: Mayor Paul Corcoran, Alderpersons, Marie Rakow, Susan Fruit, Lester Parker, Jay Buchanan Mueller, Marsha Machotka, Judy Shireman, and Dawn Elliott. Alderperson Lorna Dilley was absent.

It was noted that the meeting was properly noticed and a quorum is present.

Motion by Fruit, second by Machotka to waive the reading and approve the minutes of the last meeting in lieu of printed copies. Motion carried 7-0.

Laurene Behrendt updated the Council on the visitors that have stopped in at the Richland Museum and Visitor Center since opening in May. She said there have been 267 visitors from 17 states as well as Scotland, Germany and Ireland, 133 visitors were from Richland Center area and 74 from other areas of Wisconsin. Inquiries have been for directions, events, phonebooks, places to eat, the library, area housing available for rent, the museum and depot, visiting for family reunions, group tours that have stopped and inquiries for businesses such as winery and cheese. She said the volunteers are great to work with.

DISCUSSION ON FINANCING OPTIONS FOR STREET PROJECTS AND MUNICIPAL BUILDING ROOF OR REFERENDUM: Mr. James Mann was present. He explained the levy limit law states how a municipality can increase the levy. If there is no funding available for projects in the general fund, there are still a few options available. An increase in the levy can be approved by voters if a referendum is approved. Another option is that the municipality can issue debt outside of the levy cap. A note less than 10 years is a simple process, however, a note longer than 10 becomes a more lengthy process. He stated the City can determine what amount of money is needed as using a financial adviser and engineer would delay the process and escalate costs. Debt issued in 2014 can have a payment added on the levy limit worksheet for 2015 if it is completed before setting the levy. Mr. Mann stated that borrowing up to 5 million dollars gives the City 3 years to spend all the money and borrowing over 5 million dollars reduces the time allotted to 2 years. The waste water treatment plant borrowing has no impact on the City's ability to borrow as it is only secured by the revenue of the utility.

DISCUSSION ON POSSIBLE REFERENDUM FOR AMBULANCE SERVICES: Mr. Mann said that creating a new service requires a municipality to work within the levy limit structure or obtain approval to increase the levy by doing a referendum. Taking over a service from another government entity such as the County, there is a line on the levy worksheet to add the service. The other government entity is required to reduce their levy. Mr. Mann mentioned this option would need to be approved at the Department of Revenue prior to any transfer.

CONSIDER AND POSSIBLE ACTION ON AMENDMENT TO DRIVEWAY PERMIT FOR SCHREIBER FOODS WEST, LOCATED AT 940 SEXTONVILLE ROAD: Mr. Jim Turek explained that the permit already approved will affect Foremost Farms operations so they wanted to work together on a solution acceptable for both companies that would be effective and provide a good flow for truck traffic. Mr. Joshua Hough explained the truck route and the need for the second exit on to Sextonville Road for trucks from both operations to use the scale and the need to move the previously approved driveway off of Gage Street towards the west. Motion by Shireman, second by Elliott to approve the driveway amendment as presented. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON PROPOSAL FOR REIMBURSEMENT TO SCHREIBER FOODS WEST FOR COST TO INSTALL SECOND FIRE HYDRANT: Mayor Corcoran stated approval had already been granted to reimburse the cost that was initially estimated up to \$50,000. Mr. Joshua Hough explained that directional drilling is the most economical and best solution for installation of the new hydrant with a written estimate from Allen Steele Co., Inc. of \$44,600.94. It would include 343 linear feet of 8" pipe and a new hydrant. Motion by Mueller to approve the reimbursement payment for a second hydrant at Schreiber Foods West in the amount of \$44,600.94 paid from the TIF account. Alderperson Rakow seconded and the motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON SITE PLAN AMENDMENT FOR FILLBACK FORD: Mr. Cole Mueller was present to explain that the initial plans called for an overhead door on the east side of the building and to create better flow as well as more parking, the door was moved to the back of the building. This change in turn will require turning the lifts that create a hazard for workers being able to safely maneuver around vehicles if an additional 4 feet is not approved. Motion by Mueller, second by Machotka to approve the addition of 4 feet in the rear of the building as presented. Motion carried 7-0.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS:

CONSIDER AND POSSIBLE ACTION ON APPLICATION FOR RENEWAL OF MUNICIPAL LICENSE FROM CROSSROADS YOUR CENTER FOR A RECREATION PARLOR LOCATED AT 217 S. CHURCH STREET: Motion by Shireman, second by Parker to approve the license. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON ALCOHOL BEVERAGE LICENSE APPLICATION FROM BACK DOOF GRILLE & CENTER GALLERY FOR A CLASS B BEER AND A CLASS C WINE LICENSE LOCATED AT 130 S. MAIN STREET: Motion by Parker, second by Elliott to approve the alcohol beverage license as requested. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON APPLICATION FOR A TEMPORARY CLASS B RETAILER'S LICENSE FROM ST. MARY'S CATHOLIC CHURCH ON AUGUST 16, 2014 FROM 4:00 P.M. TO 10:00 P.M.: Motion by Shireman, second by Machotka to approve the temporary license as requested. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON AMENDMENT TO ORDINANCE

CHAPTER 101.04 TO ADD STOP SIGNS AT THE INTERSECTION OF PARK STREET AND COURT STREET. Discussion took place on which street to place the signs. Motion by Shireman, second by Fruit to suspend the rules and waive the reading. Motion carried 7-0. Motion by Shireman, second by Fruit to approve Ordinance 2014-4 amending Chapter 101.04. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON JOB DESCRIPTION, TITLE, HOURS AND COMPENSATION FOR NEW PART-TIME EVENT COORDINATOR POSITION USING PREVIOUSLY BUDGETED FUNDS FOR RCDA: Motion by Fruit, second by Machotka to approve the position. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON HIRING PART-TIME EVENT COORDINATOR: Motion by Machotka, second by Rakow to approve advertising the position with applications due on July 30th and reviewed at the Personnel meeting on July 31st. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON ENFORCEMENT OF SIGN ORDINANCE REGARDING POLITICAL SIGNS BETWEEN THE PRIMARY AND GENERAL ELECTIONS IN 2014: Discussion took place on the extra time between the primary and general elections and that the ordinance requires all political signs to be removed within 7 days of the election. The winner of the primary would have to take signs down and put them back up again so it is requested that the ordinance requirement to remove the signs within 7 days of the election not be enforced between the primary and general elections in 2014. No action was taken.

CONSIDER AND POSSIBLE ACTION ON RESOLUTION DESIGNATING COMPTROLLER DUTIES REQUIRED BY WI STATUTES: Attorney Robb stated statutes require the City to have a comptroller and someone designated to counter sign contracts. No ordinance or resolution has been found that designate those duties and the USDA is insisting it be addressed. In the past, some duties have been completed by the Clerk and some by the Finance Committee or Council and this resolution specifies the split duties. Motion by Shireman, second by Rakow to approve Resolution 2014-16 designating comptroller duties. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON FACILITY AGREEMENT BETWEEN THE RICHLAND SCHOOL DISTRICT AND THE CITY OF RICHLAND CENTER: The Richland School District works with many grants and with Richland Fit and requiring the original agreement that has been in place for several years continue along with the addition of the insurance companies liability immunity and assumption of risk. Motion by Parker, second by Shireman to postpone to the next meeting. Motion carried 7-0.

PAYMENT OF MONTHLY BILLS: Motion by Machotka, second by Fruit to approve the bills as presented. Motion carried 6-1 with Alderperson Elliott dissenting.

Motion by Parker, second by Fruit to Adjourn. Motion carried 7-0 at 9:45 p.m.
Minutes by Melinda D. Jones, City Clerk/Treasurer

Paul F. Corcoran, Mayor

Attest:

Melinda D. Jones, City Clerk