

**REGULAR MEETING OF THE COMMON COUNCIL**

**November 6, 2015**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, November 3, 2015 commencing at 7:30 P.M., Mayor Paul F. Corcoran presiding. Alderpersons Michael Kaufman, Judy Shireman, Susan Fruit, Jay Buchanan Mueller, Marsha Machotka, Lisa Miller, Marie Rakow and Bill Kloehn were present. Mayor Corcoran ascertained from the Clerk that the meeting was properly noticed.

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

**REPORT/PRESENTATION FROM KAREN KNOCK, RICHLAND COUNTY VETERANS OFFICER:** Ms. Knock introduced herself, gave her military background and stated she would like every veteran in the County to stop in at least once per year. She said there are many benefits and services that her office can provide veterans. The web site for Richland County is <http://veterans.co.richland.wi.us/>

**ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** Alderperson Mueller asked about the status of the contract with the City taking over the Veterans Memorial. Alderperson Rakow is concerned about evaluation of department heads and indicated Council or the Personnel Committee should do them. Alderperson Kloehn suggested Stori field be looked at for ice skating and sledding and the School District sell or lease the property to the City. Mayor Corcoran stated the District was not interest in selling the property unless for housing development and there is no warming house located there.

**CITY AND UTILITY DEPARTMENT HEAD CONCERNS:** Police Chief Lucas Clements introduced Elizabeth Deitelhoff as a new officer of the department.

**TREASURER'S REPORT:** City Clerk/Treasurer Melinda D. Jones presented the report for October 2015. The month end balance is as follows:

General Fund	185,494.47
State Pool - Account # 1	1,139,846.14
Money Market Tax Acct.	13,955.77
State Pool – Account #2 Long Term Care	543,669.04

**Restricted Funds:**

CDBG - Housing RLF	61,450.22
Revolving Loan Fund- Savings	709,149.36
Revolving Loan Fund – Checking	3,076.95
Landfill Care – CD	281,813.27
Landfill Care - CD	276,809.40
Library Checking	117,314.27
Room Tax	57,208.69
State Pool - Account # 6 - TIF - 2-5	2,641,871.15

**Committed Funds:**

State Pool - Account # 4 - Project Carryover 1,030,161.16

**Assigned Funds:**

Cemetery 4,676.82  
 Park / Community Center 55,636.64  
 Park and Rec Checking 8,992.72  
 RDA Checking 112,818.40

**CITY UTILITIES:**

Electric Utility Fund 157,845.13  
 Electric Unrestricted Funds 48,719.19  
 Water Utility Fund 95,728.12  
 Water Utility Unrestricted Funds 54,821.47  
 Waste Water Utility Fund 388,266.77  
 Waste Water Unrestricted Funds 34,515.45

**RESTRICTED FOR PROJECTS:**

Electric 1,219,413.60  
 Water 1,681,506.81  
 WWTP 2,003,962.25

**REVIEW OF FUND BALANCES:** Clerk Jones stated back at July 31, 2013 the total of the city general, state pool #1 and money market accounts amounted to \$201,000 and the Council approved a resolution for a temporary spending freeze with only necessary purchases being allowed. The department heads and employees have continued to be frugal in spending and the combined 2013 and 2014 budgets amounted to over \$400,000 under budget which increased the fund balance. Taking into consideration that both years had revenue over the anticipated budget, the cash on hand on October 31, 2015 is approximately \$1,300,000. She suggested keeping about \$500-600,000 on hand each month in order to maintain cash flow. The extra funds could be designated for projects, spent or left as fund balance.

**CONSIDER ONE TIME BONUS FOR EMPLOYEES WORKING EFFICIENTLY OVER THE PAST COUPLE YARS TO BUILD FUND BALANCE:** Mayor Corcoran stated the employees have been working very hard over the past 2 ½ years to try and keep expenses down for the city residents and increase the fund balance. He encouraged the council to consider a one-time bonus of \$750.00 for each full-time employee and those that are part time would receive a prorated amount base on the hours they worked in 2014. The people hired in 2015 are not included. The handout was reviewed. Motion by Rakow to approve a one-time bonus to current employees as presented, not to exceed \$25,000.00 with authorizing the Library Board to have the option of approving the same bonus to library employees, with bonuses paid out before the end of 2015. Shireman seconded and the motion carried 7-1 with Kloehn dissenting.

**APPROVE DEVELOPER AGREEMENT WITH JENSEN CASTINGS RELATING TO PROPERTY IN THE INDUSTRIAL PARK NORTH:** Motion by Mueller, second by Fruit to approve the agreement. Motion carried 8-0.

**CONSIDER APPROVING LIST OF ELECTION WORKERS:** Clerk Jones stated this is a little early and it reflects the list approved for 2014-2015 but people can be added to the list at any time. Motion by Kloehn, second by Rakow to approve the list of election workers. Motion carried 8-0.

**CONSIDER RESOLUTION AUTHORIZING THE REDEMPTION OF SEWERAGE SYSTEM REVENUE BOND ANTICIPATION NOTES, SERIES 2014A, DATED MAY 29, 2014:** The resolution would refund the note with proceeds of sewerage system revenue bonds to be sold to USDA-Rural development and to call the note for redemption on December 11, 2015 or as soon as administratively possible after the closing of the bonds. This is related to the financing for the new waste water facility. Motion by Rakow, second by Fruit to approve the resolution being number 2015-15. Motion carried 8-0.

RESOLUTION NO. 2015-15

RESOLUTION AUTHORIZING THE REDEMPTION OF  
SEWERAGE SYSTEM REVENUE BOND ANTICIPATION NOTE, SERIES 2014A,  
DATED MAY 29, 2014

WHEREAS, the City of Richland Center, Richland County, Wisconsin (the "City") has outstanding its Sewerage System Revenue Bond Anticipation Note, Series 2014A, dated May 29, 2014 (the "Note");

WHEREAS, the Common Council has determined that it is necessary and desirable to refund the Note with proceeds of Sewerage System Revenue Bonds (the "Bonds") to be sold to USDA-Rural Development and to call the Note for redemption on December 11, 2015, or as soon as administratively possible after the closing of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City, that the Note is called for prior payment on December 11, 2015, or as soon as administratively possible after the closing of the Bonds, at the price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to work with Ehlers and Associates, Inc., as the City's municipal advisor, to cause timely notice of redemption, in substantially the form attached hereto as Exhibit A and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice.

Adopted, approved and recorded November 3, 2015.

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Mayor

ATTEST:

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City Clerk

(SEAL)

EXHIBIT A

NOTICE OF FULL CALL\*

CITY OF RICHLAND CENTER  
RICHLAND COUNTY, WISCONSIN  
SEWERAGE SYSTEM REVENUE BOND ANTICIPATION NOTE, SERIES 2014A  
DATED MAY 29, 2014

NOTICE IS HEREBY GIVEN that the Note of the above-referenced issue which matures on the date and in the amount; bears interest at the rate; and has a CUSIP No. as set forth below has been called by the City for prior payment on December 11, 2015 at a redemption price equal to 100% of the principal amount thereof plus accrued interest to the date of prepayment:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>CUSIP No.</u>
05/01/2016	\$15,740,000	1.00%	763533AA4

The City shall deposit federal or other immediately available funds sufficient for such redemption at the office of The Depository Trust Company on or before December 11, 2015.

Said Note will cease to bear interest on December 11, 2015.

By Order of the  
Common Council  
City of Richland Center  
City Clerk

Dated: November 3, 2015

\* To be provided by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by The Depository Trust Company, to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 570 Washington Blvd., Jersey City, NJ 07310, not less than thirty (30) days nor more than sixty (60) days prior to December 11, 2015 and to the MSRB.

In addition, if the Notes are subject to the continuing disclosure requirements of SEC Rule 15c2-12 effective July 3, 1995, this Notice should be filed electronically with the MSRB through the Electronic Municipal Market Access (EMMA) System website at [www.emma.msrb.org](http://www.emma.msrb.org).

**FINANCE COMMITTEE RECOMMENDATIONS:**

**CONSIDER CONTRACT WITH JOHNSON BLOCK FOR 2015 AUDIT:** Motion by Mueller, second by Machotka to approve the contract. Motion carried 8-0.

**CONSIDER RESOLUTION AUTHORIZING THE COLLECTION OF SPECIAL ASSESSMENTS:** Motion by Shireman, second by Rakow to approve resolution 2015-16. Motion carried 8-0.

**CONSIDER RESOLUTION AUTHORIZING PUBLIC DEPOSITORIES:** Motion by Shireman, second by Machotka to approve resolution 2015-17 with the correction of Peoples Community Bank, not Peoples State Bank. Motion carried 8-0.

**PUBLIC WORKS COMMITTEE RECOMMENDATIONS – FRUIT:**

**CONSIDER APPROVAL OF 2015 DIKE INSPECTION CONTRACT:** Alderperson Fruit said there were three bids and the lowest was Vierbicher at \$1700 with an option to report to Council for an additional \$300. The other two bids were Woodland Consultants at \$2093 and MSA at \$2250. Motion by Fruit to approve the contract with Vierbicher for \$1700 with the additional \$300 to report to Council. Kaufman seconded and the motion carried 8-0.

**OLD BUSINESS:**

**CONSIDER AGREEMENTS RELATED TO THE RICHLAND AIRPORT:** Mayor Corcoran said the Buena Vista Flying Club has been working hard to rectify the issues at the airport. They own the fuel tank that was purchased in 1983 for \$12,000 and do not have the funds to insure the tank which is estimated at \$2500. They would like to sit down to work out an agreement to develop a way they can purchase aviation fuel less than retail. Only the Buena Vista Flying Club members can use the fuel in the tank and to put aviation fuel in the tank, it will need to be flushed. We need to find out the cost for cleanup of the tank and the cost for the city to cover the insurance.

**CONSIDER AND POSSIBLE ACTION ON IMPROVEMENTS TO NORTH PARK POND:** Mayor Corcoran he is working on having people come to the Council to explain what needs to be done.

**DISCUSSION ON RICHLAND COUNTY AMBULANCE SERVICE:** Mayor Corcoran said the next meeting is tomorrow night at 7:00 p.m. in the County Board Room of the Courthouse.

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

Motion by Machotka, second by Rakow to go into closed session per WI Statute 19.85 (1)(e) relating to investment of public funds, specifically regarding discussion of negotiations strategy as to terms of possible memo of understanding and developer's agreements relating to property in the extraterritorial zoning district for additional housing development. Motion carried 8-0.

Closed Session.

Motion by Machotka, second by Kloehn to reconvene into open session. Motion carried 8-0.

**ADJOURN:** Motion by Machotka, second by Fruit to adjourn. Motion carried at 9:26 p.m.

Minutes by Melinda D. Jones, City Clerk / Treasurer

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Mayor, Paul F. Corcoran

Attest:

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City Clerk / Treasurer Melinda D. Jones