

REGULAR MEETING OF THE COMMON COUNCIL

March 1, 2016

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, March 1, 2016 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.

CITY EVENTS AND CITIZEN’S CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Mayor Corcoran reported some people want to acknowledge that the City was the first Purple Heart City in the Nation with a sign. He asked if it could be on the April 5th agenda for discussion.

ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Alderperson Shireman said the Public Safety will be bringing up that the Municipal Building parking lot will have a sign stating this is a safe place for any internet items purchased to be exchanged as there is video surveillance.

TREASURER’S REPORT: City Clerk/Treasurer Melinda D. Jones presented the report for February 2016. The month end balance is as follows:

General Fund	1,340,074.73
State Pool - Account # 1	1,388,336.16
Money Market Tax Acct.	13,000.00
State Pool – Account #2 Long Term Care	544,038.84

Restricted Funds:

CDBG - Housing RLF	60,895.98
Revolving Loan Fund- Savings	723,147.00
Revolving Loan Fund – Checking	3,046.95
Landfill Care – CD	282,168.43
Landfill Care - CD	276,809.40
Library Checking	61,026.10
Room Tax	60,211.58
State Pool - Account # 6 - TIF - 2-5	3,340,850.96

Committed Funds:

State Pool - Account # 4 - Project Carryover	1,021,176.18
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Assigned Funds:

Cemetery	4,676.94
Park / Community Center	64,166.59

Park and Rec Checking	2,736.24
RDA Checking	112,818.40

CITY UTILITIES:

Electric Utility Fund	470,583.39
Electric Unrestricted Funds	48,719.19
Water Utility Fund	188,760.26
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	487,703.23
Waste Water Unrestricted Funds	34,515.45

RESTRICTED FOR PROJECTS:

Electric	1,040,379.78
Water	1,530,009.69
WWTP	3,000,775.27

CONSIDER SALE OF LAND IN INDUSTRIAL PARK NORTH TO JOSEPH HALL AND DAIRYLAND TRANSPORTATION LLC, POSSIBLE DEVELOPER AGREEMENT TERMS, DRIVEWAY WIDTH AND SITE PLAN APPROVAL: There was confusion if this discussion should take place in open session or closed session. Motion by Kloehn, second by Kaufman to direct Attorney Robb to draft a developer agreement and bring it back to the next meeting in open or closed session as he determines is appropriate. Motion carried 8-0.

REVIEW PLANS AND AUTHORIZE BIDDING FOR 2016 STREET PROJECTS: Mr. Kurt Muchow from Vierbicher Associates was present to review the plans and cost estimates for the 2016 street projects. He estimated that awarding the bid could take place on April 5th. Motion by Machotka, second by Fruit to approve the plans and authorize bidding of the 2016 street projects presented. Alderperson Kloehn asked that sidewalk be added on the south side of Gage Street. Matt Muchow said the sidewalk was not included in the plans. He also mentioned it could be added as an alternate bid, however, the City would then be replacing more driveways. Machotka and Fruit both amended their motion to bid the sidewalk on Gage Street as an alternate. Alderperson Shireman was concerned over not widening the portion of Union Street between Park and Sheldon Streets. Motion carried 8-0.

CONSIDER SUSPENDING THE RULES AND RECONSIDER FUNDING FOR LIBRARY NEEDS ASSESSMENT STUDY: Motion by Rakow, second by Machotka and Mueller to suspend the rules and allow reconsideration of the funding for the library needs assessment study. Motion carried 8-0. The vote at the January 19th meeting was a 4-3 vote to approve the City spending \$2750.00 from contingency for the needs assessment, however, funds appropriated from contingency require a super majority or 6 votes to pass. The study was reviewed again. Motion by Mueller to grant the funds to the Brewer Library in the amount of \$2750.00 from contingency. Both Fruit and Rakow seconded and the vote is denied 3-5 with Alderpersons Kaufman, Shireman and Miller dissenting.

CONSIDER APPROVAL OF DNR GRANT TO CONSTRUCT PINE RIVER TRAILS:

Electric Superintendent Dale Bender said that Southwest Partners has already raised \$43,000 of the required \$47,050 from the community portion. Most of the City's portion is labor and equipment usage but the City would be responsible for the management of the project. Alderperson Kloehn asked if the snowmobiles would still be able to use the bike trail after it is paved and Mr. Bender stated the intent is to keep all users able to use the bike trail and have an avenue provided for snowmobiles as well. Motion by Rakow, second by Machotka to approve the grant contract with the DNR. Motion carried 8-0.

PLAN COMMISSION RECOMMENDATIONS:

CONSIDER CONDITIONAL USE PERMIT APPLICATION FROM ROBERT SIMPSON (OWNER) AND BINDL TIRE & AUTO LTD, WILLIAM & AMY BINDL (TENANT) TO ALLOW FOR AN AUTO REPAIR, TIRE, AND FARM SERVICE FACILITY. THE PROPERTY IS LOCATED AT 243 E. COURT STREET. Motion by Machotka, second by Kaufman to renew the permit for 5 years subject to review of outside storage of tires at any time. Motion carried 8-0.

CONSIDER CONDITIONAL USE PERMIT APPLICATION FROM WEGNER AUTO SERVICE TO ALLOW FOR AN AUTO BODY REPAIR AND TOWING SERVICE. THE PROPERTY IS LOCATED AT 1185 HWY 80 SOUTH: Motion by Machotka, second by Rakow to approve the permit for 5 years. Motion carried 8-0. Motion by Shireman, second by Rakow to refund the \$400.00 permit fee. Motion carried 8-0.

PROPERTY COMMITTEE RECOMMENDATION: CONSIDER PURCHASE OF FUEL TANK FROM BUENA VISTA FLYING CLUB (BVFC) AT THE RICHLAND AIRPORT:

Alderperson Mueller read the two options for purchasing the tank that resulted from a meeting with a few of the members from the BVFC present. Mr. Arles Grenie was present from the BVFC and said at the club meeting held on February 25th, the club favors the second option but would like a perpetual 10% price over cost for the life of the club using the airport and they would like some money for the tank. He said it currently has a value of \$8000 while Alderperson Kaufman said he has the original invoice showing it was purchased for less than \$5000. Motion by Rakow, second by Miller to approve the BVFC turning over the tank to the City, the City would cover the cost of insurance for the tank, the fuel in the new tank system would be charged to the BVFC owned airplanes at \$0.50 or 10% over cost of the fuel for one year, renewable if the account is kept current (no more than 30 days past due) and the City takes ownership of the BVFC tank when the new tank is operational. Motion carried 8-0.

PERSONNEL & INSURANCE COMMITTEE RECOMMENDATIONS:

CONSIDER AMENDMENT TO PERSONNEL HANDBOOK REGARDING HIRING PROCESS FOR PERMANENT AND TEMPORARY POSITIONS: The change is to have all applications returned to the City Clerk who will forward numbered copies without the applicant's name and contact information shown. Once selections have been made for interviews, the missing information will be given to the department head. The Brewer Library and Police Departments will not be subject to this portion of the hiring process as they have different needs and statutes regulating them. Motion by Mueller, second by Miller to approve the Resolution 2016-6 amending the personnel handbook hiring procedures. Motion carried 8-0.

CONSIDER AMENDMENT TO PERSONNEL HANDBOOK REGARDING EVALUATIONS AND HOURS OF WORK: Alderperson Mueller read the changes being made. The hours of work are what the departments currently work and just being put in writing. Motion by Rakow, second by Shireman to approve Resolution 2016-7 amending the personnel handbook regarding evaluations and hours of work. Motion carried 8-0.

CONSIDER MOU RELATED TO FIELD TRAINING OFFICER IN THE POLICE DEPARTMENT UNION CONTRACT: Chief Clements stated the Union was unanimously in agreement with the proposed memo of understanding. He stated he researched through the Police Chief's Association on what others provided their officers and the range was from \$0.25 to \$1.00 per hour and there is \$0.50 per hour included in the MOU while engaged in field training. He stated this is an important program. Once an individual is through their education they are required to attend the police academy and then are able to be hired. The training program the City offers is the newly hired officer is with the FTO for 12 weeks. This gets the new officer familiar with department procedures, different tasks and how the related work is handled, the Richland Center area, and personalized to our City. Motion by Shireman, second by Kaufman to approve the MOU. Motion carried 8-0.

OLD BUSINESS:

CONSIDER ACTION ON ISSUES OF THE NORTH PARK POND: Nothing new to report on.

CONSIDER ACTION ON ISSUES OF THE RICHLAND AMBULANCE SERVICE: The next meeting will be March 16th and there has not been any discussion on a new ambulance purchase at the Ambulance Committee.

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

ADJOURN: Motion by Shireman, second by Fruit to adjourn.
Minutes by Melinda D. Jones, City Clerk / Treasurer

Mayor, Paul F. Corcoran

Attest:

City Clerk / Treasurer Melinda D. Jones