

**REGULAR MEETING OF THE COMMON COUNCIL
September 6, 2016**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, September 6, 2016 commencing at 7:30 P.M., Mayor Paul F. Corcoran presiding. Alderpersons Diane Cox, Michael Kaufman, John Collins, Marsha Machotka, Lisa Miller, Travis Wertz, Marie Rakow and Bill Kloehn were present. Mayor Corcoran ascertained from the Clerk that the meeting was properly noticed.

Motion by Kloehn, second by Cox 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 CITIZENS CONCERNS: Mayor Corcoran stated he would like to look at raising the cost of mowing. He would also like information on the sidewalk repairs on the next agenda.

ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Park Foreman David Fry stated that within the last 2 weeks 20 letters have been mailed regarding grass that is too high and 15 properties need mowing now. Mayor Corcoran requested a review of fees charged.

TREASURER'S REPORT: City Clerk/Treasurer Melinda D. Jones handed out the report for July 2016. The month end balance is as follows:

General Fund	727,877.44
State Pool - Account # 1	1,328,045.70
Money Market Tax Acct.	12,867.56
State Pool – Account #2 Long Term Care	545,160.58

Restricted Funds:

CDBG - Housing RLF	77,166.23
Revolving Loan Fund- Savings	738,006.67
Revolving Loan Fund – Checking	3,046.95
Landfill Care – CD	282,520.17
Landfill Care - CD	276,809.40
Library Checking	162,164.99
Room Tax	43,994.31
State Pool - Account # 6 - TIF - 2-5	3,512,452.03

Committed Funds:

State Pool - Account # 4 - Project Carryover	637,406.78
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Assigned Funds:

Cemetery	4,678.87
Park / Community Center	22,217.24
Park and Rec Checking	3,450.30

RDA Checking 112,818.40

CITY UTILITIES:

Electric Utility Fund	99,152.50
Electric Unrestricted Funds	48,719.19
Water Utility Fund	134,020.92
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	146,003.44
Waste Water Unrestricted Funds	34,515.45

RESTRICTED FOR PROJECTS:

Electric	2,434,736.97
Water	1,487,936.98
WWTP	3,294,920.59

CONSIDER APPROVAL OF REQUEST TO PLACE FENCING ALONG BANNER STRUCTURE: Dr. Myers presented a request to install mesh fencing and they would like to pay the cost. Mayor Corcoran and Alderperson Rakow stated they think the City should pay for and install the mesh fencing as well as cover the liability. Motion by Rakow, second by Machotka to approve installation and payment for wire mesh fencing if the cost is reasonable. Discussion took place on the possible cost. Motion carried 8-0.

CONSIDER APPROVAL OF PAY APPLICATION FROM A-1 EXCAVATING, INC. FOR 2016 STREET PROJECTS: Motion by Machotka, second by Cox to postpone. Motion carried 8-0.

CONSIDER APPROVAL OF PROPOSED DOG PARK LOCATION AND SITE PLAN: Pat Elliott stated that the location for the Dog Park on Industrial Drive is in the floodway and the DNR has given permission for this location. Alderperson Rakow commended the group for their work, as it has been needed for a long time. Emily Putz gave information on the possible types of fencing. There was discussion on the additional work from the Parks Dept. that would be needed such as mowing. Amber Way stated that other dog parks only mow the trails. There was further discussion on the City maintaining control of the Dog Park and possibly community organizations, volunteers and/or sponsors participating with the maintenance. Approximately 6-10 parking spaces are proposed along Industrial Drive. Motion by Kloehn, second by Collins to approve the site plan and location. Motion carried 8-0.

PLAN COMMISSION AND ETZ BOARD RECOMMENDATIONS: CONSIDER APPLICATION OF TOM SHIELDS OF THS DEVELOPMENT, LLC TO DIVIDE TWO PARCELS OF LAND IN THE EXTRATERRITORIAL ZONE INTO TEN PARCELS, OF APPROXIMATELY ONE ACRE EACH AND THE REMAINING PARCEL WOULD BE 28.5 ACRES. THE PROPERTY, CONSISTING OF APPROXIMATELY 38.5 ACRES OF LAND, IS LOCATED BEHIND AND NEXT TO 25678 COUNTY HIGHWAY Y, AND IS ALSO IDENTIFIED AS TAX PARCEL NUMBERS 52-022-2032-5000 AND 52-022-1941-1000. Motion by Rakow, second by Machotka to approve the application as presented. Motion carried 8-0. Rakow stated that there is a need for housing and this location is not that far away.

CONSIDER APPROVAL OF SUBDIVISION DESIGN PROPOSED BY THS DEVELOPMENT, LLC ON TAX PARCEL NUMBERS 52-022-2032-5000 AND 52-022-1941-1000. Attorney Robb stated the Subdivision Ordinance is the same for the City as the ETZ and many items do not apply as they would in the ETZ. He went through the list approved at the ETZ Board Meeting. Collins suggested all council members should visit the site and it should have sidewalks, curb and gutter. The following would not really pertain to a subdivision in the ETZ unless the property would be right next to the City limits:

- Sidewalks, curb and gutter
- The street extended to boundary lines of the development, a cul-de-sac is presented
- Street width is acceptable at T-2 standards which is 22' of pavement
- All lots abut to a public street – lot 10 has a private easement for the driveway
- Area and dimensions of lots don't have to pertain to city zoning – lots approved as platted
- Utility easements – none are proposed
- Drainage easements – none are proposed
- Public sites and open spaces are not applicable
- Public sanitary sewage and public water supply are not applicable – private septic and well are required
- DNR regulations would apply for opening the hillside instead of city zoning regulations.

Motion by Rakow, second by Wertz to approve all waivers discussed and listed above. Motion carried 8-0.

CONSIDER APPLICATION OF STEPHEN AND VIRGINIA KNUTH TO DIVIDE A PARCEL OF LAND IN THE EXTRATERRITORIAL ZONE INTO TWO PARCELS, OF APPROXIMATELY 2.33 ACRES AND THE REMAINING PARCEL WOULD BE 36.67 ACRES. THE PROPERTY IS LOCATED AT 23231 COVERED BRIDGE DR. ALSO IDENTIFIED AS TAX PARCEL NUMBER 52-022-0721-1000. Motion by Rakow, second by Collins to approve land split. Motion carried 8-0.

CONSIDER CONDITIONAL USE PERMIT APPLICATION FROM WAYNE AND DARLENE KINTZ FOR A NEW TELECOMMUNICATIONS FACILITY CONTAINING A 255' SELF-SUPPORTING TOWER ON PROPERTY TAX PARCEL #022-2213-0000 JUST EAST OF PLEASANT VALLEY DRIVE AND MOUNTAIN LANE. Motion by Machotka, second by Rakow to postpone. Motion carried 8-0.

UTILITY COMMISSION RECOMMENDATIONS: CONSIDER PAY APPLICATION FROM STAAB CONSTRUCTION CORP. FOR CONSTRUCTION OF THE WWTF UNDER CONTRACT A. Motion by Machotka, second by Cox to approve the payment. Motion carried 8-0.

CONSIDER APPROVAL OF JOHNSON BLOCK PROPOSAL TO COMPLETE AUDIT OF TAX INCREMENT DISTRICT #5. Motion by Rakow, second by Machotka to approve. Motion carried 8-0.

CONSIDER APPROVAL OF RESOLUTION AUTHORIZING FINAL PAYMENT FOR RICHLAND HOSPITAL DEVELOPER AGREEMENT. Motion by Machotka, second by Miller to postpone. Motion carried 8-0.

CONSIDER APPROVAL OF RESOLUTION ADOPTING A LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN. Clerk Jones reported that since the City received funds from the USDA for the wastewater treatment plant, Federal regulations exist that we must comply with and one of the regulations is to pass a limited English proficiency language access plan. What this means is that it sets guidelines for the City to follow to assist those who have limited English speaking or reading skills. Motion by Rakow, second by Machotka to approve the Resolution. Motion carried 8-0.

CONSIDER RESOLUTION DESIGNATING CARRY OVER FUNDS FROM PRIOR YEAR'S BUDGET. Motion by Machotka, second by Kloehn to approve the Resolution. Motion carried 8-0.

CONSIDER APPROVAL OF WI CONNECT WIRELESS INTERNET SERVICE AT THE RICHLAND AIRPORT. Motion by Kaufman, second by Collins to approve. Motion carried 8-0.

OLD BUSINESS: CONSIDER ACTION ON ISSUES OF THE NORTH PARK POND: Plans and information will be available at the next meeting. It was noted there appears to be extreme improvement in the last month. No action taken.

CONSIDER ACTION ON ISSUES OF THE RICHLAND AMBULANCE SERVICE: No meetings have been held. No action taken.

CONSIDER ACTION ON IMPROVEMENTS FOR THE DOWNTOWN: Pine River Food Coop closed Friday and dissolved. A new exercise location called Lady Fit is opening. Goplin Insurance is moving down a couple of buildings on Court Street. Alderperson Miller stepped away from the meeting.

CONSIDER POLICY ON PARAMETERS FOR DENIAL OF OPERATOR LICENSES AND REQUIRING PHOTO ID: Motion by Machotka, second by Wertz to postpone. Motion carried 7-0. Alderperson Miller returned to the meeting.

CONSIDER SUSPENDING THE RULES, WAIVING THE READING, AND ADOPT AMENDMENT TO ORDINANCE CHAPTER 290 RELATING TO PEDDLERS, CANVASSERS, AND TRANSIENT MERCHANTS. Motion by Kloehn, second by Wertz to postpone. Motion carried 8-0.

CONSIDER RESOLUTION ESTABLISHING REGULATIONS FOR CITY STRUCTURE TO HOLD EVENT BANNERS: Motion by Kloehn, second by Wertz to postpone. Motion carried 8-0.

CONSIDER ISSUES WITH THE COUNTY RADIO SYSTEM RELATED TO EMERGENCY COMMUNICATIONS: Mayor Corcoran requested a resolution stating concerns with safety issues for EMS, police, sheriff's department and fire department. He will bring forward for the next meeting.

ZONING PERMITS/STREET CUTTINGS: Kwik Trip and Heather Miller had street cuts.

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

Motion by Rakow, second by Kloehn to go into closed session per WI Stats 19.85 (1) (e) to deliberate the sale of public properties in the Industrial Park North and per WI Stats 19.85 (1) (e) possible investment of public funds regarding Bob Simpson, also per WI Stats 19.85 (1) (c) for the purpose of completing performance evaluation data of any public employee over which the governmental body has jurisdiction to employ.

Closed Session.

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

Motion by Machotka, second by Kaufman to terminate the offer to Joe Hall for purchasing land in the Industrial Park North on midnight October 31, 2016. Motion carried 8-0.

ADJOURN: Motion by Miller, second by Machotka to adjourn. Motion carried at 9:20 p.m.

Minutes by Melinda D. Jones, City Clerk / Treasurer

Mayor, Paul F. Corcoran

Attest:

City Clerk / Treasurer Melinda D. Jones