

**REGULAR MEETING OF THE COMMON COUNCIL
July 18, 2017**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, July 18, 2017 commencing at 7:30 P.M., Mayor Paul F. Corcoran presiding. Alderpersons Marsha Machotka, Diane Cox, Michael Kaufman, Kathy Troxel, John Collins, Dan Schweinefus, Travis Wertz, and Justin Lockwood were present. Mayor Corcoran ascertained from the Clerk that the meeting was properly noticed.

Motion by Cox, second by Wertz 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.

PUBLIC COMMENTS: Becky Dahl, representing Southwest Partners, presented an update on the Career Education Cooperative. Now in its 3rd year, Dahl said that the program has grown from 9 students its first year to 40 students now. She also said the federal rule prohibiting people under 18 years to operate a mechanical Hoyer lift independently has created a barrier for students in the Health Care track of the CEC. Dahl encouraged members of the council and public to offer support to change the Department of Labor ruling via the CEC website (careereducationcoop.com).

ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Wertz stated he would like an ADA Committee to be formed and an ADA Director to be appointed. Cox stated she would like an ad hoc committee to be formed for the development of a new municipal swimming pool. Kaufman requested a closed session item related to stat. 19.85(1)(d).

Motion by Cox, second by Troxel to approve the agenda. Motion carried 8-0.

TREASURER'S REPORT: City Clerk/Treasurer Melinda D. Jones presented the report for June 2017. The month end balance is as follows:

General Fund	323,340.73
State Pool - Account # 1	1,439,916.86
Money Market Tax Acct.	12,824.58
State Pool – Account #2 Long Term Care	547,886.10

Restricted Funds:

CDBG - Housing RLF	100,325.65
Revolving Loan Fund- Savings	751,587.06
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	282,805.01
Landfill Care - CD	276,809.40
Library Checking	151,418.83
Room Tax	36,602.98
State Pool - Account # 6 - TIF - 2-5	3,612,998.49

Committed Funds:

State Pool - Account # 4 - Project Carryover	933,000.68
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Assigned Funds:

Cemetery	4,682.70
Park / Community Center	35,396.74
Park and Rec Checking	1,867.72

CITY UTILITIES:

Electric Utility Fund	85,107.70
Electric Unrestricted Funds	48,719.19
Water Utility Fund	159,074.56
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	167,026.64
Waste Water Unrestricted Funds	34,515.45

RESTRICTED FOR PROJECTS:

Electric	1,378,572.61
Water	1,500,728.28
WWTP	4,434,641.82
TOTAL RESTRICTED FUNDS	7,313,942.71

CONSIDER RESOLUTION APPROVING THREE PROJECTS AT SYMONS NATATORIUM THAT WILL BE PAID BY THE SYMONS RECREATION COMPLEX FOUNDATION: Symons director Denise Lins stated that there are three projects being considered. They include: a saltwater conversion that includes adding an ultraviolet light at a cost between \$40,000-\$60,000; completing the patio at a cost between \$15,000-\$20,000; and installing a Vinyl Composite flooring in the lobby at a cost between \$10,000-\$12,000. No city funding is requested. Motion by Machotka, second by Kaufman to allow Symons to proceed with the projects. Wertz abstained. Motion carried 7-0.

CONSIDER AUTHORIZING THE RICHLAND CENTER HOUSING AUTHORITY A ONE-TIME REDUCTION OF ITS PAYMENT IN LIEU OF TAXES BY \$1,000.00 TO COLLECT MONEY DAMAGES OWED TO THE HOUSING AUTHORITY: Carol Keller from the Richland Center Housing Authority explained that her organization cannot use its own funds to participate in a federal class action lawsuit against HUD. She requested that the city pay the \$1,000 legal fee instead of the original request for the reduction in taxes. The estimated amount of money damages is \$35,470. Motion by Wertz, second by Cox that provides \$1,000 from the city's Contingency Fund to pay for the Richland Housing Authority to participate in the class action lawsuit. Motion carried 8-0.

CONSIDER CONTRACT WITH GREELEY SIGNS & GRAPHICS TO ADD "WELCOME TO" ON THE ENTRANCE SIGNS: Motion by Machotka, second by Schweinfus to enter into a contract with Greeley Signs & Graphics add "Welcome to" with curved letters to the Highway 14 entrance signs at a cost of \$110. The project will be paid for from the Contingency Fund. Motion carried 8-0.

PLAN/ETZ BOARD RECOMMENDATIONS:

CONSIDER REZONING APPLICATION OF HARVEY G. ERNST TO REZONE A PARCEL OF LAND IN THE CITY FROM COMMERCIAL GENERAL (CG) TO

RESIDENTIAL SINGLE FAMILY (R-1). THE PROPERTY IS LOCATED AT 957 SEXTONVILLE ROAD: Motion by Wertz, second by Collins to rezone the property from Commercial General to Residential Single Family. Motion carried 8-0.

CONSIDER APPLICATION FROM VIRGIL AND CONNIE COSGROVE TO DIVIDE A PARCEL OF LAND IN THE EXTRATERRITORIAL ZONE OF APPROXIMATELY 31 ACRES INTO THREE PARCELS OF 12.34 ACRES, 10.38 ACRES, AND 8.68 ACRES. THE PROPERTY IS LOCATED AT 23824 COVERED BRIDGE ROAD: Motion by Wertz, second by Cox to divide the parcel as requested. Motion carried 8-0.

DISCUSSION ON REQUEST FROM SOUTHWEST PARTNERS FOR ECONOMIC DEVELOPMENT: Mike Breininger, representing Southwest Partners, requested that a page for economic development be added to the city's website that has information about SWP-Economic Development and contact information for Kate Koziol, economic development specialist. Breininger also requested that a 3-person rapid response team be developed including two Council members and the Clerk/Treasurer. The rapid response team will work with Koziol to answer questions a new or expanding business may have of the city and identify what resources the City may have available for a business start or expansion. Breininger said that Koziol would serve as the first point of contact for the city; however, the council expressed a desire for Koziol to provide information to the city on the contacts she is making on the city's behalf. Action on the Southwest Partners' request will be added to the agenda in August.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF MUNICIPAL LICENSE RENEWAL FOR KSK TREE TRIMMING: Motion by Machotka, second by Lockwood to approve the license request pending proof of liability insurance. Motion carried 8-0.

CONSIDER APPROVAL OF APPLICATION FROM ST. MARY'S FOR TEMPORARY CLASS "B" (BEER) AND "CLASS B" (WINE) LICENSES FOR THEIR ANNUAL FESTIVAL ON AUGUST 19, 2017 FROM 4:00 PM TO 9:00 PM: Motion by Machotka, second by Troxel to approve the license request. Motion carried 8-0.

CONSIDER APPROVAL OF BIKE FRIENDLY COMMUNITY BIKE ROUTE WITHIN THE CITY: Motion by Machotka, second by Collins to approve the proposed route. The route will connect the Schmitt Woodland Hills facility to the Pine River Recreation Trail utilizing Seminary Street, Cairns Avenue, Haseltine Street, Stewart Street, and Seminary Street. It was stated they have the funds for painting the bike lane. Motion carried 8-0.

CONSIDER SUSPENDING THE RULES, WAIVING THE READING, AND ENACTING ORDINANCE AMENDMENT REGARDING A SLOW-NO-WAKE ZONE ON THE PINE RIVER WITHIN THE CITY: Attorney Robb stated that the Wisconsin Department of Natural Resources has made minor changes to the city's previously enacted ordinance – 2017-2. They include adding a new 236.03 – "Adoption by Reference of State Boating Laws"; and updating 236.07 "Penalty" to reflect boating penalties found in State Statutes s. 30.80. The DNR also suggested adding an "Enforcement" and "Severability" section to the city's ordinance. It was noted that the county board has also passed a Slow-No-Wake ordinance which is under review by the DNR.

Motion by Machotka, second by Kaufman to suspend the rules, waive the reading, and enact Ordinance 2017-4. Motion carried 8-0.

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER AWARDING BID FOR SEALING THE PINE RIVER RECREATION TRAIL FROM HWY 80 N. TO HWY 80 S.: Motion by Cox, second by Lockwood to approved the bid from Fahrner Asphalt in the amount of \$16,360 to apply crack seal and GSB88 to the Pine River Recreation Trail. Fahrner was the lone bidder for the project. Fahrner estimated the GSB88 would provide a 10-year life to the surface compared to a 4-year life with seal coat. Motion carried 8-0.

PARK BOARD RECOMMENDATIONS:

CONSIDER APPROVAL OF SPONSORED GROUP LISTING TO USE CITY CONTRACT WITH RICHLAND SCHOOL DISTRICT WITH CITY BILLING APPROPRIATE GROUP FOR ANY CHARGES: Motion by Wertz, second by Cox to approve the list of city-sponsored groups as presented. It was explained that the city's purchasing policy prohibits groups and individuals from making charges on the city's accounts. Park-sponsored groups incur charges from the Richland School district in the form of maintenance fees. The sponsored groups would continue to be billed for their maintenance fees incurred from the school district. Motion carried 8-0.

APPOINTMENT OF ADA COORDINATOR AND ADA COMMITTEE: Motion by Machotka, second by Kaufman to appoint Paul Corcoran as temporary ADA Coordinator. Mayor Corcoran said that he will bring names for an ADA Committee at a future meeting. Motion carried 8-0.

REPORT ON INSPECTION MADE AT THE AIRPORT FROM WI BUREAU OF AERONAUTICS: Mike Kaufman reported that there are trees encroaching on the height limitations at the Richland Center Airport at Sextonville. Kaufman also noted there were two hangars that were not in compliance during a recent inspection. Notice to those renters has been made to make corrections. Kaufman also said a change to the traffic pattern over the airport is being considered. Finally, it was noted that the fuel farm and terminal has been approved by the governor.

OLD BUSINESS:

CONSIDER ACTION ON ISSUES OF THE NORTH PARK POND: Dave Fry noted there are electrical issues at the pond that have caused the aerator to work irregularly.

CONSIDER ACTION ON ISSUES OF THE RICHLAND AMBULANCE SERVICE: Mayor Corcoran said that representatives from the Richland County Ambulance Service and Baraboo Ambulance Service will present information to the council next month.

CONSIDER ACTION ON DOWNTOWN REVITALIZATION & ESTABLISHMENT OF CHAMBER: Mayor Corcoran noted that the individuals organizing a Chamber are continuing to fill out their board of directors.

DISCUSSION AND POSSIBLE ACTION ON ENFORCEMENT OF ZONING ORDINANCE RELATED TO DOWNTOWN BUILDINGS NOT BEING USED FOR RETAIL OR OPEN TO THE PUBLIC: Attorney Robb and Clerk/Treasurer Melinda Jones are working on an ordinance to be considered at a future meeting.

CONSIDER ORDINANCE DEPUTIZING BUILDING SPECTORS AND GIVING AUTHORIZATION TO ISSUE CITATIONS RELATED TO DISTRESSED PROPERTIES:

No action.

APPOINTMENTS TO BOARDS, COMMITTEES, & COMMISSIONS, AND CONFIRM APPOINTMENTS: Mayor Corcoran nominated Blossom Wright to fill the vacancy on the Brewer Public Library Board. She will replace Greg Myszkowski, who stepped down from the board. Mayor Corcoran nominated Lisa Miller to fill a vacancy on the Planning Commission. Motion by Cox, second by Schweinfus to appoint Wright and Miller to the respective board/commission. Motion carried 8-0.

PAYMENT OF MONTHLY BILLS: Motion by Machotka, second by Wertz to approve the payment of bills dated July 4, 2017. Motion carried 8-0. Motion by Cox, second by Machotka to approve the bills dated July 18, 2017. Motion carried 8-0.

Motion by Machotka, second by Cox to go into closed session per WI Stats. 19.85 (1) (c) to consider employment applicant to fill vacant Tourism Coordinator Position. Motion carried 8-0 at 9:05 PM.

Closed Session.

Motion by Machotka, second by Collins to reconvene into open session. Motion carried.

Motion by Machotka, second by Cox to approve hiring Lon Arbegust as Tourism Coordinator as recommended. Motion carried 7-1. Collins dissenting.

ADJOURN: Motion by Wertz, second by Collins to adjourn. Motion carried at 9:20 PM.

Minutes by Aaron Joyce, Deputy Clerk / Treasurer

Mayor, Paul F. Corcoran

Attest:

City Clerk / Treasurer Melinda D. Jones