

**REGULAR MEETING OF THE COMMON COUNCIL
December 5, 2017**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, December 5, 2017 commencing at 7:32 PM, Mayor Paul F. Corcoran presiding. Alderpersons Travis Wertz, Diane Cox, Michael Kaufman, Kathy Troxel, John Collins, Marsha Machotka, and Justin Lockwood were present. Corcoran ascertained from the Clerk that the meeting was properly noticed.

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

PUBLIC HEARING ON 2018 BUDGET & RESOLUTION APPROVING BUDGET:

Motion by Kaufman to open the public hearing on the 2018 budget, second by Machotka. Motion carried 7-0. Clerk/Treasurer Melinda Jones reported that the 2018 city budget totals \$4,719,000. The city-only mill rate increased 15 cents to \$7.74. The total mill rate including city, county, school district, and technical college for 2017 taxes is up 46 cents to \$23.49. The 2017 Lottery Credit is \$103.35 and the 1st Dollar Credit is \$59.06. There were no public comments regarding the 2018 budget. Motion by Machotka to close the public hearing, second by Cox. Motion carried 7-0. Motion by Collins, second by Kaufman to approve the 2018 city budget – Resolution 2017-29. Motion carried 6-0, with Alderperson Machotka abstaining.

PUBLIC COMMENTS: Jim Heiar encouraged members of the council to participate in the “Peaceful Warrior” active shooter training that was sponsored by the electric utility. Heiar also asked that updates on a potential grocery store be put on the council agenda. Kim Cunningham spoke to her concerns with water runoff problems at her property on Hillside Drive. Jay Mueller stated that there needs to be additional housing for low to moderate income residents. Mueller also encouraged alderpersons to be sure they are serving the best interest of all of their constituents.

MAYOR AND ALDERPERSON CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:

Alderperson Machotka reported that there is interest in doing a beer walk in the city next spring similar to the wine walk. Alderperson Cox asked for regular updates on the status of a potential grocery store be put on the agenda. Alderperson Lockwood ask for Kate Koziol to be put on the agenda to do an update on economic development. Lockwood also questioned how council agendas were developed. Lockwood also asked that James Mann attend a future meeting to discuss options for swimming pool financing. Clerk Jones stated that Mann will be available to attend the council meeting on January 18. Alderperson Kaufman suggested that a survey be developed to gauge how services are being delivered in the city. Alderperson Collins would also like to see a survey developed.

APPROVE AGENDA: Motion by Cox, second by Kaufman to approve the agenda, with item #11 deleted. Motion carried 7-0.

TREASURER’S REPORT: City Clerk/Treasurer Melinda D. Jones handed out the report for November 2017. The month end balance is as follows:

General Fund	845,208.31
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State Pool - Account # 1	1,284,519.85
Money Market Tax Acct.	16,949.24
State Pool – Account #2 Long Term Care	549,713.95

Restricted Funds:

CDBG - Housing RLF	111,632.76
Revolving Loan Fund- Savings	757,869.99
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	283,085.49
Landfill Care - CD	276,809.40
Library Checking	117,554.44
Room Tax	50,935.12
State Pool - Account # 6 - TIF - 2-5	3,911,053.44

Committed Funds:

State Pool - Account # 4 - Project Carryover	1,046,809.08
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Assigned Funds:

Cemetery	4,695.51
Park / Community Center	35,426.42
Park and Rec Checking	1,857.32

CITY UTILITIES:

Electric Utility Fund	272,075.05
Electric Unrestricted Funds	48,719.19
Water Utility Fund	256,373.92
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	73,718.57
Waste Water Unrestricted Funds	34,515.45

RESTRICTED FOR PROJECTS:

Electric	1,124,972.46
Water	1,309,138.31
WWTP	4,919,117.41
TOTAL RESTRICTED FUNDS	7,353,228.18

ELECTION OF CANDIDATE TO FILL VACANT SEAT IN DISTRICT 1, WARDS 1, 2, & 3:

Three candidates filed Declaration of Candidacy to fill the District 1 seat until the April General Election. They were Jacob Lundgren, Karin Tepley, and Raymond Wilson, Jr. Each introduced themselves and explained their background and interest in the position. Alderperson Kaufman stated that he would like to learn more about the candidates and choose the person to fill the vacancy at the next meeting to start the first meeting in January. Alderperson Lockwood asked each if they intend to run for the 1-year remainder of the term in April 2018. Each said they did intend to run in the spring. Attorney Robb clarified that being an official candidate in April was not a prerequisite to be chosen by the council in January. The council took no action. The three candidates agreed to be available by phone for questioning by the alderpersons.

CONSIDER APPROVAL OF EXTENSION OF CROPLAND LEASE FOR AIRPORT AND INDUSTRIAL PARK NORTH CONTRACTS WITH TROY CLARY: Clerk Jones requested the leases be extended for two years. It was explained that provisions are in place to alter the lease if land in the North Industrial Park is sold. The 2018-2019 lease would be 10 fewer acres than the current lease because of new use in the industrial park. Motion by Machotka, second by Cox to approve a 2-year extension of cropland lease for Richland Center Municipal Airport and Industrial Park North contracts with Troy Clary. Motion carried 7-0.

CONSIDER APPROVAL OF 2018 FIREWORKS CONTRACT: Krueger Pyrotechnics & Fireworks Displays has held the contract for Richland Center fireworks the last several years. Their displays have been well received and City Park officials reported a positive working relationship with Krueger. The 2018 contract totals \$15,000, which is unchanged from 2017. Motion by Machotka to approve the 2018 fireworks contract with Krueger Pyrotechnics, second by Troxel. Motion carried 7-0.

CONSIDER APPROVAL OF CONTRACT WITH ATTORNEY ROBB FOR 2018 RELATED TO THE WESTSIDE DRIVE PROJECT: It was stated that this is a requirement by the USDA to receive funding for the project. Motion by Cox to approve Attorney James J. Robb for services related to the 2018 Westside Drive project, second by Machotka. Motion carried 7-0.

CONSIDER APPROVAL OF LIST OF ELECTION WORKERS: It was explained that this is a requirement every odd year. The city is seeking additional people interested in being poll workers. Motion by Collins, second by Cox to approve the list of election workers as presented. Motion carried 7-0.

CONSIDER APPROVAL OF ONE-TIME PAYOUT OR ADDITIONAL CARRYOVER OF UNUSED VACATION IN THE CLERK'S OFFICE: Clerk/Treasurer Jones explained that much vacation time has been used as directed by the council; however, because of the workload and unforeseen circumstances throughout the year, it has been difficult to take time off. Motion by Cox, second by Lockwood to allow a one-time non-precedential payout or carryover of up to five days of vacation for members in the Clerk's office. Motion carried 6-0, with Alderperson Machotka abstaining.

CONSIDER ONE-TIME BONUS FOR CURRENT EMPLOYEES WHO WORKED IN 2016: Mayor Corcoran presented two bonus schedule options for the council's consideration. One would offer full-time employees \$750 while the other would offer a \$1,000 bonus, with part time employees offered a percentage based on hours worked. Alderperson Collins made a motion to refer the bonuses back to the Personnel Committee, second by Kaufman. Motion carried 7-0.

CONSIDER NON-UNION EMPLOYEE WAGE INCREASE FOR 2018: It was explained that a 2% wage increase for non-union employees was discussed in the budget process of the Finance Committee. This action does not include police officers or Brewer Library employees. The total increase for affected employees is \$18,658. Motion by Collins, second by Cox to approve the 2% wage increase for non-union employees. Motion carried 6-0, with Alderperson Marsha Machotka abstaining.

RDA RECOMMENDATIONS

CONSIDER POSSIBLE DEVELOPER AGREEMENT, THE SALE OF CITY PROPERTY ON ORANGE STREET AND POSSIBLE INVESTMENT OF PUBLIC FUNDS REGARDING TNT GYMNASTICS PROPOSAL: Alderperson Machotka reported that TNT Gymnastics' was given approval by the Redevelopment Authority to construct a gymnastics facility on Orange Street contingent on a site plan. TNT will come to the council for a presentation and final approval. It was stated that there are potential areas of pollution in the area being considered. Alderperson Collins asked that the city consider paying for the pollution study.

UPDATE ON BEAR DEVELOPMENT PROPOSAL: Alderperson Machotka said that the development is currently at a standstill. Another parcel in the city is being considered for the development, but Machotka was not sure where that stood.

OLD BUSINESS

DISCUSSION ON ORDINANCE ON REGULATING RENTAL PROPERTIES WITHIN THE CITY: Attorney Robb looked at the ordinance regulating rental properties in the City of Platteville. Attorney Robb stated that potential state legislation could hamper the city's authority to inspect, regulate, and enforce rental property rules. Mayor Corcoran said that he would like something in place that sets standards for our community. Alderperson Lockwood asked if there are other municipalities that have an ordinance that is working well. Robb said there are many who have ordinances, but the communities are often not similar to Richland Center.

PAYMENT OF MONTHLY BILLS: Motion by Machotka, second by Lockwood to approve the bills as presented. Motion carried 7-0.

ALDERPERSONS REPORTS & COMMENTS: Several alderpersons commented on how wonderful the Rotary Lights are this year. Alderperson Troxel stated that walk-thru visitors to Rotary Lights are welcome from 6:00 to 7:00 PM, and drive-thru viewing is from 7:00 to 9:00 PM through December 31st. Alderperson Collins commended Jay Mueller for his work helping homeless individuals and other disadvantaged members of the community.

Clerk/Treasurer Jones reminded those interested in running for available City Council and Mayor's seats that the deadline to file the necessary paperwork is 5:00 PM, January 2. Non-candidacy papers are due by December 22.

ADJOURN: Motion by Cox, second by Kaufman to adjourn. Motion carried at 9:24 PM.

Minutes by Aaron Joyce, Deputy City Clerk/Treasurer

Mayor, Paul F. Corcoran

Attest:

City Clerk / Treasurer Melinda D. Jones