

**REGULAR MEETING OF THE COMMON COUNCIL**

**February 7, 2017**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, February 7, 2017 commencing at 7:30 P.M., Mayor Paul F. Corcoran presiding. Alderpersons Diane Cox, John Collins, Marsha Machotka, Lisa Miller, Marie Rakow, Travis Wertz, and Bill Kloehn were present. Michael Kaufman was absent. Mayor Corcoran ascertained from the Clerk that the meeting was properly noticed.

Motion by Machotka, second by Cox to waive the reading and approve the minutes of the meeting on January 17, 2017. Motion carried 7-0.

Motion by Cox, second by Collins to waive the reading and approve the minutes of the last meeting, February 1, 2017. Motion carried 7-0.

**PUBLIC COMMENTS:** Mike Breininger spoke on behalf of Southwest Partners thanking the City for working with FEMA and Southwest Partners on the restoration of the Pine River after the flooding last fall by removing the debris. He presented the City with a check in the amount of \$4,348.12 which is half of the City's obligation. Friends of the Pine presented a check in the amount of \$1,000.00 towards the City's obligation for debris removal. Mayor Corcoran thanked the groups stating we have a shared goal of the success of the community. The City appreciates all the efforts of these groups and the pride in trying to maintain recreational opportunities in the community. Dale Bender requested the Council to consider having a wood carving contest for chainsaw carvings of the stumps being left along the river related to the debris removal. He said this could be an opportunity to make something out of what would be an eyesore and promote tourism as well as pride in our community.

**CITY EVENTS AND CITIZENS CONCERNS:** Mayor Corcoran requested contemplating the cost for maintenance to the trails and new recreation activities and put it in the next budget. He requested the next personnel committee meeting have to consider another person in the department for parks & grounds maintenance.

**ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** Alderperson Kloehn asked for a member from the City's Audit firm or Ehlers to attend a meeting to discuss a referendum on extreme road work. Mayor Corcoran suggested James Mann from Ehlers to talk on borrowing capacity, loans, loan payment and taxing. Alderperson Rakow said she had previously asked for the City/County Ad Hoc Committee to be reestablished. Mayor Corcoran said he would try to have them meet with the City.

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

General Fund	333,161.60
State Pool - Account # 1	1,362,642.21
Money Market Tax Acct.	3,425,686.76
State Pool – Account #2 Long Term Care	546,147.90

**Restricted Funds:**

CDBG - Housing RLF	78,383.54
Revolving Loan Fund- Savings	745,261.31
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	282,805.01
Landfill Care - CD	276,809.40
Library Checking	87,701.18
Room Tax	37,306.02
State Pool - Account # 6 - TIF - 2-5	2,888,196.88

**Committed Funds:**

State Pool - Account # 4 - Project Carryover	930,465.40
--	------------

**Assigned Funds:**

Cemetery	4,680.85
Park / Community Center	24,883.68
Park and Rec Checking	2,000.00

**CITY UTILITIES:**

Electric Utility Fund	294,783.06
Electric Unrestricted Funds	48,719.19
Water Utility Fund	200,918.65
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	118,565.67
Waste Water Unrestricted Funds	34,515.45

**RESTRICTED FOR PROJECTS:**

Electric	1,684,842.70
Water	1,551,419.51
WWTP	4,905,733.42

**APPROVE AGENDA:** Motion by Machotka, second by Rakow to approve the agenda. Motion carried 7-0.

**CONSIDER APPROVAL OF BID FOR NEW TRACTORS FOR THE PARKS & GROUNDS DEPARTMENT:** Motion by Machotka, second by Cox to approve the purchase from Simpsons for a Dixie Chopper Blackhawk in the amount of \$6989.00, the purchase from Homesteaders for two Kubota GR2120 54” cut for \$8165.00 each and from Homesteaders the purchase of a Ferris IS3200 Briggs & Stratton engine with a 72” cut for \$9,568.00. The total cost amounts to \$32,887.00. It was noted there was \$40,000 in the budget for these items. Motion carried 7-0.

**CONSIDER APPROVAL OF BID FOR FOOTBRIDGE INSPECTIONS:** There was only one bid received from Westbrook associated Engineers, Inc. Motion by Machotka to approve the bid of \$400 from Westbrook with the funds coming from contingency. Collins seconded and the motion carried 7-0.

**CONSIDER RESOLUTION APPROVING 2017 EMPLOYEE WAGE INCREASE:** Mayor Corcoran stated the Personnel Committee recommends a 2% wage increase for non-union employees with the understanding that evaluation forms will be updated and used as a basis for determining future wage increases so 2018 would reflect the new process. Motion by Collins, second by Machotka to approve Resolution 2017-1. Motion carried 7-0.

**CONSIDER APPROVAL OF FIVE YEAR CAPITAL IMPROVEMENT PLAN:** Clerk Jones reported that the items on the plan are what had been brought forward at the last several years of budget meetings. She met with department heads to determine a general idea of cost and what years the projects could be completed in. The plan is a requirement of the USDA application for funding Westside Drive with the projection of using cash, taxing or using loan and grant funds. She stated as the TIF districts received increment, the City General will be paid back for general fund advances so there will be cash available for projects. She reviewed a few of the street/utility projects and noted the Utility Commission has the same projects on their agenda for approval at the next meeting. Clerk Jones stated approval does not mean that changes can't be made. She stated that projects will be coordinated between departments. Motion by Rakow, second by Kloehn to approve the five year plan. Motion carried 7-0.

**CONSIDER APPROVAL OF AGREEMENT WITH HEALTH & HUMAN SERVICES REGARDING BUS LEASE FOR SENIOR TRIPS:** Shane Stibbe reported at the last meeting there were issues with bus repairs so he checked and if the City agrees to the lease, all repairs and regular maintenance would be the responsibility of the City and the County would not change the lease agreement. There was discussion on the activities for seniors and the Senior Center is directed to look at other bussing alternatives to keep scheduling the trips. Motion by Wertz, second by Miller to deny the lease agreement. Motion carried 6-0 with Cox abstaining.

**DISCUSSION ON COST OF UTILITY BILLS:** Dale Bender reported that the change in the billing system was done by WPPI. At the meeting where it was voted on, Richland Center and Reedsburg voted no because they did not know what the affect would be on customers. He said their 30 largest customers have been notified and he is meeting with them. He showed how the bills would most likely be a little lower for 8 months out of the year with the four summer months billing being higher to reflect the actual costs the utility pays for electricity. He mentioned the larger impact of the billing change will be on industry and business customers with residential impact being lower. He said the more efficient each customer is the better rate the utilities can obtain from WPPI. No action was taken.

**CONSIDER ACTION ON ISSUES OF THE NORT PARK POND:** mayor Corcoran said this spring the barley straw will be used and other options will be reviewed.

**CONSIDER ACTION ON ISSUES OF THE RICHLAND AMBULANCE SERVICE:** Alderperson Kloehn said that in 2015 the City cost was \$584,900, 2016 it was \$77,850 and in 2017 it is projected to be \$74,100 which is figured on a per call basis. The ambulance has not missed any calls. The subcommittee met last week and there has been no current profit generated for capital items and it is estimated that within 2 years an ambulance will need replacing. He said the other problem is that the ambulances barely fit through the garage doors by folding in the mirrors. The budget allows for 4 full-time staff. There are 2 full time, some part time and

volunteers. Soon the contract needs to be figured out or a district formed for the future. Machotka made the comment that there used to be revenue generated that went straight into the County General fund and that is no longer happening. Mayor Corcoran stated that for many years there were as many as 30 volunteers who carried a pager for \$1.25 per hour. Now many volunteers have retired and replaced by paid staff as much as \$15.00 per hour which eats up profit.

**APPOINTMENTS:** Mayor Corcoran stated he would like to appoint Grant Worthington to the Natatorium Board. Motion by Kloehn, second by Collins to approve the appointment. Motion carried 7-0. Mayor Corcoran said he needs another person to serve on the Housing Authority so if there is interest he encouraged the public to contact him.

**PAYMENT OF MONTHLY BILLS:** Motion by Machotka, second by Cox to approve the 2016 bills as presented. Motion carried 8-0.

Motion by Collins, second by Cox to go into closed session per WI Stats 19.85 (1)(e) related to negotiation strategy regarding possible developer agreement with Joe Hall / Dairyland Transportation for property in the industrial park north, also negotiation strategy regarding possible developer agreement with Duane Kleinsasser. Motion carried 8-0.

Closed Session.

Motion by Miller, second by Cox to reconvene into open session and possible vote on matters discussed in closed session. Motion carried 7-0. No vote was taken in open session.

**ADJOURN:** Motion by Collins, second by Cox to adjourn. Motion carried at 10:38 p.m.

Minutes by Melinda D. Jones, City Clerk / Treasurer

---

Mayor, Paul F. Corcoran

Attest:

---

City Clerk / Treasurer Melinda D. Jones