

**REGULAR MEETING OF THE COMMON COUNCIL  
March 7, 2017**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, March 7, 2017 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 Cox, second by Machotka and 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 8-0.

**PUBLIC COMMENTS:** Sharon Schmitz spoke on the need for economic development.

**ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** Alderperson Wertz stated there was a proposal at the Public Safety Committee for an ATV/UTV route through the City and requested it be addressed at the Council level. Alderperson Collins would like to see an economic development team develop a plan of action.

**DEPARTMENT REPORTS:** Dave Fry stated he met with Omni at the airport so they can begin surveying for the fuel farm. He said Vierbicher is looking at the cemetery wall that collapsed. They did not think the existing blocks were big enough and suggested not reusing them. He said Craig from Vierbecher mentioned that the wall would need tearing out and starting over, as there was no tieback or drainage system installed. The ground is very soft, saturated, and the road is blocked off. Alderperson Wertz asked that we look into taking the wall out, the driveway out, and making a hill.

Chief Clements presented his annual report for 2016. There were 5141 calls for service, 1386 investigations that resulted in 871 officer reports being generated. In 2015 there were 4416 calls for service, 1719 investigations and 899 officer reports. Theft, disorderly conduct, drug offenses, bail violations, domestic related offenses and damage to property were the most common major offenses or incidents. He reported there was an anonymous donation for bulletproof vests and two were purchased at a cost of \$1400 per vest. Body cameras went live on December 10<sup>th</sup>. Mutual aid calls had not been tracked.

Motion by Machotka, second by Kloehn to approve the agenda. Motion carried 8-0.

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

General Fund	380,509.78
State Pool - Account # 1	1,363,333.09
Money Market Tax Acct.	12,866.46
State Pool – Account #2 Long Term Care	546,393.43

**Restricted Funds:**

CDBG - Housing RLF	78,655.71
Revolving Loan Fund- Savings	746,439.82

Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	282,805.01
Landfill Care - CD	276,809.40
Library Checking	72,024.45
Room Tax	45,239.06
State Pool - Account # 6 - TIF - 2-5	2,890,350.98

**Committed Funds:**

State Pool - Account # 4 - Project Carryover	930,883.71
--	------------

**Assigned Funds:**

Cemetery	4,680.88
Park / Community Center	25,371.42
Park and Rec Checking	2,076.48

**CITY UTILITIES:**

Electric Utility Fund	305,263.87
Electric Unrestricted Funds	48,719.19
Water Utility Fund	239,262.62
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	193,103.30
Waste Water Unrestricted Funds	34,515.45

**RESTRICTED FOR PROJECTS:**

Electric	1,711,623.98
Water	1,560,282.12
WWTP	4,950,635.87

**CONSIDER REQUEST FROM RICHLAND COUNTY BANK FOR AN IRREVOCABLE OCCUPANCY PERMIT AT 1475 US HWY 14 EAST, PARCEL NUMBER 276-2722-3000 THE FORMER O’FINLEY’S PUB & GRILL PROPERTY:** Attorney Robb stated the form cannot be irrevocable without the state’s permission which could take quite some time. He said this would be a revocable occupancy permit that will serve the purpose of the bank and title insurance. This allows the building to be occupied as it is over the property line as long as it exists. In the event the building is damaged it could not be put back in the right of way. Motion by Machotka, second by Kaufman to approve a revocable occupancy permit. Motion carried 8-0.

**CONSIDER REQUEST FROM INTEGRITY HOMES LLC FOR A DRIVEWAY PERMIT THAT WILL NOT MEET THE SETBACK REQUIREMENTS FROM A STREET INTERSECTION AND MAY BE A 2<sup>ND</sup> DRIVEWAY TO THE PROPERTY:** Chris Service spoke on the current driveway at 690 S. Ira Street that is 9’ long and not usable. He has talked with Chief Clements and Terry Nelson who looked at the situation. They are requesting a 20’ wide x 22’ deep driveway for an off street parking pad and it is only 26’ from the intersection. Motion by Wertz, second by Cox to approve the two driveways and the reduced setback at the corner as requested. Motion carried 8-0.

**PUBLIC SAFETY RECOMMENDATIONS: CONSIDER APPROVAL OF APPLICATION FROM RICHLAND COUNTY PERFORMING ARTS COUNCIL FOR A TEMPORARY CLASS “B” BEER AND “CLASS B” WINE LICENSE AT 182 N. CENTRAL AVE ON MARCH 18, 2017 FOR THE VIC FERRARI CONCERT BETWEEN 5PM AND MIDNIGHT:** Motion by Machotka, second by Collins to approve the license as presented. Motion carried 8-0.

**FINANCE COMMITTEE RECOMMENDATIONS: CONSIDER WRITING OFF RLF LOAN TO RICHARD E. HOUGHTON DBA A TASTE OF ITALY:** Motion by Kloehn, second by Machotka to approve writing off the open loan balance of Richard E. Houghton dba A Taste of Italy in the amount of \$8,994.03. Motion carried 8-0.

**REPORT ON FOOTBRIDGE INSPECTIONS:** Dave Fry reviewed the report. Neither footbridge experienced any structural damage as a result of the flooding. The North Park Bridge needed a little gravel at the entrances and it has been completed. There is some fungi growing on the metal and the department will work on cleaning it this summer. The Mapleside footbridge at 2<sup>nd</sup> Street has some erosion along the river by the east pylons that should be rip rapped. They suggested clearing brush and vines off the bridge, which has been completed. There was a nut missing and it will be replaced.

**OLD BUSINESS: CONSIDER ACTION ON ISSUES OF THE NORTH PARK POND:** The water level will never be very high but there are options that the city could consider and can be looked at.

**CONSIDER ACTION ON ISSUES OF THE RICHLAND AMBULANCE SERVICE:** Alderperson Kloehn reported that there are 3 Townships that may go with another ambulance service. There was no recent meeting.

**CONSIDER ACTION ON DOWNTOWN REVITALIZATION AND ESTABLISHMENT OF CHAMBER:** The charter and bylaws for a chamber are being worked on.

**CONSIDER SUSPENDING THE RULES, WAIVING THE READING, AND AMENDING ORDINANCE CHAPTER 290 RELATING TO PEDDLERS, CANVASSERS, AND TRANSIENT MERCHANTS:** Attorney Robb stated he has a draft about ready relating to a mobile food ordinance which can be done with state permits and a food truck could only be used on private property. He said it would be a new separate ordinance.

**DISCUSSION ON COST OF UTILITY BILLS:** Mayor Corcoran suggesting review on a quarterly basis.

**APPOINTMENTS TO BOARDS, COMMITTEES AND COMMISSIONS:** Mayor Corcoran said there is a need for someone to serve on the Housing Authority. No action was taken.

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

Motion by Machotka, second by Cox to go into closed session per WI Stats 19.85(1)(e) related to negotiation strategy regarding possible developer agreement with Panorama Estates. Motion carried 8-0.

Closed Session.

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

**ADJOURN:** Motion by Cox, second by Machotka to adjourn. Motion carried at 9:15 p.m.

Minutes by Melinda D. Jones, City Clerk / Treasurer

---

Mayor, Paul F. Corcoran

Attest:

---

City Clerk / Treasurer Melinda D. Jones