

**REGULAR MEETING OF THE COMMON COUNCIL
December 19, 2017**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, December 19, 2017 commencing at 7:30 PM, Mayor Paul F. Corcoran presiding. Alderpersons Diane Cox, Michael Kaufman, Kathy Troxel, John Collins, Marsha Machotka, Justin Lockwood, and Travis Wertz were present. Corcoran ascertained from the Clerk that the meeting was properly noticed.

Motion by Machotka, second by Collins 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.

MAYOR AND ALDERPERSON CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Alderperson Wertz asked that the city smoke ordinance be examined that may affect a potential downtown business. Wertz also asked that the job creation rules in the North Industrial Park be looked at. Alderperson Lockwood asked that the council consider adopting rules on procedures for setting agendas. Lockwood and Alderperson Collins asked that the Council discuss the first point of contact for economic development within the city. Alderperson Kaufman asked for a potential survey for the public's response on the City Council and departments' work.

CITY & UTILITY DEPARTMENT HEAD CONCERNS: Attorney Robb reported new state statute changes that affect the process of obtaining a conditional use permit, including conducting two public notifications and hearings.

APPROVE AGENDA: Motion by Machotka, second by Cox to approve the agenda as presented. No vote was taken yet when Motion by Kaufman, second by Collins to amend the agenda by deleting item #12 – "Consider approval of one-time bonus for Police and non-union employees for 2017 from salary accounts." Amendment approved 5-2, with Machotka and Troxel dissenting. Motion by Kaufman, second by Collins to approve the agenda as amended. Motion carried 6-1, with Machotka dissenting.

CONSIDER ELECTING PERSON TO FILL VACANT ALDERPERSON SEAT IN DISTRICT 1, WARDS 1, 2, & 3: Interested candidates Karin Tepley, Jacob Lundgren, and Raymond Wilson, Jr. introduced themselves to the Council. Motion by Cox, second by Collins to nominate all three individuals to fill the vacant seat in District 1. Motion carried 7-0. Attorney Robb noted that 4 votes are needed to fill the position. He also clarified that the person selected would serve until the Spring 2018 election. The rollcall of the vote was as follows: Kaufman – Tepley; Troxel – Lundgren; Collins – Tepley; Machotka – Lundgren; Cox – Lundgren; Wertz – Lundgren; Lockwood – Lundgren. Jacob Lundgren was chosen to fill the vacant seat with 5 votes. Tepley received 2. Wilson received 0. Lundgren will be seated at the first Council meeting in January.

REPORT FROM ECONOMIC DEVELOPMENT SPECIALIST KATE KOZIOL: Koziol reported that many meetings and private negotiations have taken place to place a grocery store in Richland Center. She stated that she has spoken with regional and national grocery entities. Koziol stated that grocery operators have not asked for something that the city could not provide. She said that some may ask for tax deferments from the city in the future. Kate Koziol reported that she has assisted two businesses locating in the city: Trox Box and Kinetics Creations. Other projects she

reported on include working on housing, pursuing restaurants, and working with the RDA on best uses for Orange Street.

REPORT ON BIKE FRIENDLY COMMUNITY STATUS AND CONSIDER PURSUING GRANTS FOR BIKE FRIENDLY IMPROVEMENTS – MALLORY BENDER: Bender reported that Richland Center received an “Honorable Mention” from its recent Bike Friendly Community application. That allows the city one year of recognition. Bender reported that the city scored well in the areas of safety, miles of bike trails, and having a bicycle advocacy group. Areas that the city needs to improve include bicycle education, bike commuters, bicycle parking, having a bike plan, and a having a bicycling advisory committee. Mallory Bender said another application will be submitted. She also reported that grant opportunities would be pursued.

ETZ BOARD & PLAN COMMISSION RECOMMENDATIONS

CONSIDER APPROVAL OF LAND SPLIT AND CONDITIONAL USE PERMIT APPLICATIONS FROM JOSEPH & KATHLEEN STADELE, GAIL SURREM AND JEAN BIBA FOR CITY UTILITIES TO CONSTRUCT NEW RESERVOIR AT 26196 PLEASANT VALLEY DRIVE: Water Utility Superintendent Steve Krueger stated that a new water storage unit would serve the city’s entire water system, but would especially aid the east side of the city because many of the properties in that area are only served by one water main. The proposed reservoir would hold 500,000 gallons and sit on the ground. The plan is to bid the project in the spring and complete it in the fall of 2018. Motion by Machotka, second by Kaufman to approve the land split and conditional use permit application to construct a new water reservoir at 26196 Pleasant Valley Drive. Motion carried 7-0.

CONSIDER APPROVAL OF AMENDMENT TO CONDITIONAL USE PERMIT FROM RCRE AT 24520 COUNTY HWY RC TO ALLOW SEED SLUDGE TO BE TRANSPORTED TO A NEW WASTEWATER FACILITY IN WISCONSIN: Paul Theobald from RCRE stated that seed sludge is needed to restart the digestion system. Selling sludge to other facilities saves RCRE money in transporting the material for disposal. Motion by Collins, second by Wertz to amend the conditional use permit from RCRC to allow seed sludge to be transported to new wastewater facilities in Wisconsin. Motion carried 7-0.

CONSIDER APPROVAL OF CONDITIONAL USE PERMIT APPLICATION FROM RED ROCK PROPERTIES OF MN LLC AND TRACTOR SUPPLY COMPANY STORE TO ALLOW FOR AN 8’ HIGH SECURITY FENCE, OPEN SALES LOT FOR ITEMS SOLD AT THE STORE, BULK STORAGE AND ABOVE GROUND LIQUID STORAGE TANKS, AND A PET STORE/SHOP FOR PET WASHING AND GROOMING AT 195 RICHLAND SQUARE: Motion by Cox, second by Collins to approve a conditional use permit application from Red Rock Properties and Tractor Supply Company Store to allow for an 8’ high security fence, open sales lot for items sold at the store, bulk storage and above ground liquid storage tanks, and a pet store/shop for pet washing and grooming at 195 Richland Square. Motion carried 7-0.

CONSIDER TESTING CONTAMINATION AT FORMER M&A RECYCLING LOCATION ALONG ORANGE STREET AT CITY EXPENSE FROM CONTINGENCY: The Wisconsin DNR suggested that the property be probed for possible contamination prior to the site being purchased from the city. It was noted that the site was tested previously in 2007. Motion by Wertz,

second by Kaufman to pay for three probes of the property from the Contingency Fund. Motion carried 6-0, with Alderperson Lockwood abstaining.

CONSIDER APPROVAL OF BIDDING WESTSIDE DRIVE PROJECT: Motion by Wertz, second by Machotka to approve bidding of the Westside Drive Project. Motion carried 7-0.

CONSIDER APPROVAL OF BYPASSING PURCHASING POLICY FOR TREE PURCHASES DUE TO EMERALD ASH BORER: The current spending limit in the purchasing policy is \$2,500 before going out to bid. Dave Fry, City Park Foreman & Forester stated that the state recommends the city work with one nursery for purchasing trees to replace EAB infected trees. Motion by Wertz, second by Machotka to bypass the purchasing policy to purchase trees for the next four years. Motion carried 7-0.

UTILITY RECOMMENDATIONS

CONSIDER APPROVAL TO WAIVE THE EXTENSION OF WPPI WHOLESALE CONTRACT: Electric Superintendent Dale Bender stated that the city previously discontinued its long-term power agreement with WPPI effective 2037. The action requested exempts the utility from formally waving the extension of the wholesale power contract every time one is requested from WPPI. Motion by Collins, second by Cox to waive the extension of the WPPI wholesale contract. Motion carried 7-0.

CONSIDER WAGE INCREASE FOR POLICE CHIEF AND LIEUTENANT FOR 2018: It was explained that typically the non-union police chief and lieutenant receive the same salary increase as the union police members. Their 2018 union increase was approved at 3%, while the non-union 2018 increase for other city employees was approved at 2%. Motion by Machotka, second by Kaufman to approve the 2018 wage increase for the police chief and lieutenant at 3%. Motion carried 7-0.

OLD BUSINESS

DISCUSSION ON ORDINANCE REGULATING RENTAL PROPERTIES WITHIN THE CITY: None

APPOINTMENTS TO BOARDS, COMMITTEES, AND COMMISSIONS AND CONFIRM APPOINTMENTS: Jacob Lundgren will replace Dan Schweinefus on the Ambulance Committee and all of Mr. Schweinefus's appointments after he is seated on the council.

ZONING PERMITS/STREET CUTTING PERMITS: A water main broke on Cairns Avenue and there was a sewer issue at a property on Cedar Street.

PAYMENT OF MONTHLY BILLS: Motion by Machotka, second by Wertz to withhold payments to the USPS for sidewalk repair and to amend Walsh's payment to \$30,000 for the LED lighting project, and approve the remaining bills as presented. Motion carried 7-0.

MAYOR CORRESPONDENCE, REPORTS, AND COMMENTS: Mayor Corcoran wished everyone a Merry Christmas and thanked those who organized the Rotary Lights.

ALDERPERSONS REPORTS & COMMENTS: Alderperson Kaufman reported that the airport fuel system project has started and will hopefully be completed this spring. Alderpersons Cox and Lockwood thanked the three candidates who came forward for the available 1st District Alderperson seat. Alderperson Collins wished everyone safety as the roads and sidewalks become slippery this winter. Alderperson Machotka stated that some businesses have requested to be contacted by the new chamber of commerce. Alderpersons also wished everyone a safe and Merry Christmas.

DEPARTMENTS AND UTILITY REPORTS: Clerk/Treasurer Melinda Jones reminded those interested that the deadline to submit necessary paperwork to appear on the Spring 2018 ballot for City Council is 5:00 PM on Tuesday, January 2.

ADJOURN: Motion by Cox, second by Collins to adjourn. Motion carried at 9:03 PM.

Minutes by Aaron Joyce, Deputy City Clerk/Treasurer

Mayor, Paul F. Corcoran

Attest:

City Clerk / Treasurer Melinda D. Jones