

REGULAR MEETING OF THE COMMON COUNCIL

June 5, 2018

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, June 5, 2018 commencing at 7:30 P.M., Mayor Michael J. Kaufman presiding. Alderpersons Ryan Cairns, Kathy Troxel, Justin Lockwood, John Collins, Travis Wertz, Diane Cox, Marsha Machotka and Karin Tepley were present. Mayor Kaufman ascertained from the Clerk that the meeting was properly noticed.

Proclamation honoring John Poole for serving on the Police Commission was read.
Proclamation for World Elder Abuse Awareness Day was read.

Motion by Cox, second by Wertz to waive the reading and approve the minutes of the last three meetings in lieu of printed copies. Motion carried 8-0.

APPROVE AGENDA: Motion by Cox, second by Collins to approve the agenda. Motion carried 8-0.

PUBLIC COMMENTS: Mr. Henk Newenhouse said he sent a letter on May 4th asking about removing no parking signs around the condominiums and he was informed that public safety has reviewed and approved this for 3rd and 4th streets but not on Cedar. It requires an ordinance change which will be drafted soon.

TREASURER’S REPORT: City Clerk/Treasurer Jones presented the report for May 2018. The month end balance is as follows:

General Fund	1,453,938.09
State Pool - Account # 1	2,328,481.16
Money Market Tax Acct.	14,353.03
State Pool – Account #2 Long Term Care	553,510.63

Restricted Funds:

CDBG - Housing RLF	111,060.92
Revolving Loan Fund- Savings	768,082.64
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	283,370.90
Landfill Care - CD	290,503.71
Library Checking	182,769.07
Room Tax	60,659.96
State Pool #3 TIF-Panorama Estates	1,079,869.00
State Pool #5 TIF-Affordable Housing	935,833.28
State Pool - Account # 6 - TIF - 2-5	2,204,295.76

Committed Funds:

State Pool - Account # 4 - Project Carryover	1,204,874.15
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Assigned Funds:

Cemetery	4,695.69
Park / Community Center	34,469.78
Park and Rec Checking	1,857.32
Aquatic Center	1,000.04

CITY UTILITIES:

Electric Utility Fund	184,935.47
Electric Unrestricted Funds	48,719.19
Water Utility Fund	242,209.33
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	153,066.36
Waste Water Unrestricted Funds	34,515.45

RESTRICTED FOR PROJECTS:

Electric	871,456.55
Water	1,095,081.04
WWTP	4,638,792.47

CONSIDER APPROVAL OF CERTIFIED SURVEY MAP FOR PANORAMA ESTATES PROJECT AS WELL AS STREET NAME OF PANORAMA COURT: Matt Muchow from Vierbicher explained the map noting there are some easements included. Motion by Collins, second by Wertz to accept and approve the CSM for the Panorama Estates project. Motion carried 8-0. Motion by Wertz, second by Cox to approve the name of Panorama Court for the new street name. Motion carried 8-0.

APPOINTMENTS TO COMMITTEES, COMMISSION, AND BOARDS – BOTH COUNCIL AND CITIZEN REPRESENTATIVES: Motion by Collins second by Troxel to approve the appointments as presented for both the Council and Citizens along with adding Karin Tepley to the Tourism Commission. Motion carried 8-0.

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER PURCHASE OF SNOWBLOWER FOR STREET DEPARTMENT LOADER: Public Works Superintendent Terry Nelson reported that through the NJPA program there is a 5% discount and adding shipping charges he estimates one can be purchased at a cost less than the budget for approximately \$99,330.00. The closest manufacturers are South Dakota and Canada with the dealer located in Appleton. Motion to approve the purchase of a snowblower for the loader through Casper Truck Equipment in Appleton. Machotka seconded and the motion carried 8-0.

CONSIDER APPLYING FOR GRANTS TO PURCHASE STREET SWEEPER IN 2019: Terry Nelson reported that the purchase of a new street sweeper is scheduled in the 5-year plan for 2019. Casper Truck Equipment in Appleton informed him there are grant funds available in the \$60-70,000 range towards a sweeper. The time to apply is now and he would like to be able to apply if he finds some. Motion by Collins, second by Machotka to approve applying for a grant towards the purchase of a street sweeper. Motion carried unanimously by voice vote.

CONSIDER APPROVAL OF PURCHASING FLAG BANNERS FOR THE DOWNTOWN AREA LIGHT POLES: Mayor Kaufman asked where the funding would

come from. Alderperson Wertz said he would investigate and bring back more information to the next meeting.

CONSIDER APPROVAL OF BIDDING TO RAZE TWO DILAPIDATED BUILDINGS WITHIN THE CITY. THE ADDRESSES OF THE TWO PROPERTIES ARE 442 S JAMES STREET AND 650 PLEASANT VIEW COURT: Motion by Machotka, second by Troxel to approve advertising for bids to raze buildings at two properties. Motion carried 8-0.

CONSIDER FORMING AN AD HOC COMMITTEE TO REVIEW AND MAKE RECOMMENDATIONS FOR CHANGING ORDINANCE CHAPTER 485 REGULATING SIGNS: Alderperson Collins stated he, Jayme Walsh and Kelly Coppennoll would like to be on an ad hoc committee to review and make changes to the sign ordinance to take down barriers and help businesses. Motion by Collins, second by Tepley to approve the appointments. Motion carried by voice vote.

PAYMENT OF MONTHLY BILLS: Motion by Machotka, second by Lockwood to approve the bills as presented. Motion carried unanimously by voice vote.

Motion by Cox, second by Collins to go into closed session per WI Stats. 19.85(1)(d) except as provided in Wis. States 304.06(1) (eg) and by rule promulgated under Wis Stats. 304.06 (1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention. The purpose of the closed session is to discuss security measures that may be taken to protect city property and employees from potential criminal interference. Also pursuant to Wis. Stats under 19.85 (1)(c) Consideration of employment for the purpose of hiring an employee in the Street Department. Also pursuant to Wis. Stats under 19.85 (1) (g) consultation with legal counsel who either orally or in writing will advise the council on strategy to be adopted by it with respect to litigation in which it is or is likely to become involved related to zoning in the downtown. Also pursuant to Wis. Stats. 19.85 (1)(g) to advise council on a strategy respect to litigation for Kid's Stuff LLC. Motion carried 8-0 by voice vote.

Closed Session.

Alderperson Lockwood left the meeting at 10:00 p.m.

Motion by Cox, second by Collins to reconvene into open session. Motion carried unanimously by voice vote.

ADJOURN: Motion by Machotka, second by Collins to adjourn. Motion carried 7-0 at 10:22 PM.

Minutes by Melinda Jones, City Clerk / Treasurer

Mayor, Michael J. Kaufman

Attest:

City Clerk / Treasurer Melinda D. Jones