

**REGULAR MEETING OF THE COMMON COUNCIL**

**August 7, 2018**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, August 7, 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.

No minutes were available.

**APPROVE AGENDA:** Motion by Wertz, second by Cox to approve the agenda with item numbers 11a deleted. Motion carried.

Mayor and Alderpersons Concerns for a future meeting:

- Mayor Kaufman would like to appropriate funds for the building inspector to work on dilapidated buildings and to appropriate up to \$800 to complete a video of business and industry in the city.
- Mayor Kaufman reported that the ad hoc committee for the China trip has had a couple meetings. There will be no city funds used on this trip and anyone going must pay their own expenses.
- John Collins would like someone to look into adult family homes in residential neighborhoods.
- Justin Lockwood said complaints regarding the street construction should be directed to Vierbicher.
- Karin Tepley would like the procedure for Library bills on a future agenda.

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

General Fund	870,928.58
State Pool - Account # 1	2,333,708.54
Money Market Tax Acct.	14,356.24
State Pool – Account #2 Long Term Care	554,359.55

**Restricted Funds:**

CDBG - Housing RLF	76,644.00
Revolving Loan Fund- Savings	769,916.96
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	283,651.94
Landfill Care - CD	290,503.71
Library Checking	173,446.00
Room Tax	62,297.98
State Pool #3 TIF-Panorama Estates	1,079,869.00
State Pool #5 TIF-Affordable Housing	937,268.57
State Pool - Account # 6 - TIF - 2-5	2,207,676.48

**Committed Funds:**

State Pool - Account # 4 - Project Carryover 1,206,722.06

**Assigned Funds:**

Cemetery 4,697.49  
 Park / Community Center 34,492.83  
 Park and Rec Checking 1,857.32  
 Aquatic Center 1,000.13

**CITY UTILITIES:**

Electric Utility Fund 63,944.44  
 Electric Unrestricted Funds 48,719.19  
 Water Utility Fund 258,684.93  
 Water Utility Unrestricted Funds 54,821.47  
 Waste Water Utility Fund 25,540.10  
 Waste Water Unrestricted Funds 34,515.45

**RESTRICTED FOR PROJECTS:**

Electric 799,068.28  
 Water 1,035,059.78  
 WWTP 4,756,166.96

**UTILITY COMMISSION RECOMMENDATIONS:**

**CONSIDER APPROVAL OF THE WASTE WATER UTILITY COMPLETING RIP RAP ALONG THE PINE RIVER ON CITY PROPERTY IN THE INDUSTRIAL PARK NORTH:** Superintendent Todd Fischer reported that the phosphorous discharge limit was at 2.0 for 20 years ago and the DNR has recently changed that to .75. He reported that the Waste Water Utility has to write a check to the County for about \$60,000 per year for a watershed project for preventing phosphorous from running into the river. He approached the DNR to do the work ourselves rather than giving a check to the County which was approved. This year 750 pounds of phosphorous will be removed from the river in the Industrial Park North between Industrial Drive and Hwy AA. By the Utility doing this it provides a stable water flow and the utility obtains phosphorous credits. If this is not done, we still have to spend \$60,000 per year, nothing gets done in the city for tourists and prevention of future debris removal and we have to pay the costs to reduce the discharge limit in the future. Mr. Fischer said this is a win for all of us. Motion by Machotka to approve the project on city land. Collins seconded and the motion carried.

**FINANCE COMMITTEE RECOMMENDATIONS:**

**CONSIDER APPROVAL OF BID TO PAINT DEPOT:** Bids were reviewed. Motion by Lockwood, second by Machotka to approve the bid from A+ Remodeling for \$8750.00. Motion carried 8-0.

**CONSIDER APPROVAL OF BID TO PURCHASE SQUAD FOR POLICE DEPARTMENT:** Fillback bid \$28,674.18 and Sleepy Hollow's bid was \$29,142.50. Motion by Lockwood, second by Collins to approve the bid from Fillback Ford for \$28,674.18. Motion carried 8-0.

**CONSIDER APPROVAL OF BID TO DEMOLISH DILAPIDATED BUILDINGS ON PROPERTIES IN THE CITY:** Motion by Lockwood, second by Tepley to approve the only bid received to Gary Manning for \$6750.00 at 442 S. James St and \$10,000 at 650 Pleasant View Ct. Motion carried 7-0 with Alderperson Cairns abstaining.

**CONSIDER APPROVAL OF UPGRADING COMPUTERS IN THE CLERK'S OFFICE TO WINDOWS 10:** Clerk Jones reported the accounting programs are on the Utility server and the Company is upgrading them which in turn requires the Utility to upgrade their server and all users must upgrade to Windows 10 before the end of the year. It was not planned and put into the 2018 budget. Motion by Machotka, second by Cox to approve the upgrades from contingency for \$1247.00. Motion carried 8-0.

**CONSIDER APPROVAL OF PAY REQUEST #1 FROM GERKE EXCAVATING FOR THE PANORAMA ESTATES PROJECT IN THE AMOUNT OF \$21,298.10:** Motion by Lockwood, second by Collins to approve the payment of \$21,298.10. Motion carried 8-0.

**PUBLIC SAFETY COMMITTEE RECOMMENDATIONS:**

**CONSIDER APPROVAL OF APPLICATIONS FOR TEMPORARY CLASS "B" LICENSES FROM THE A.D. GERMAN WAREHOUSE CONSERVANCY FOR EVENTS TO BE HELD ON SEPTEMBER 14, SEPTEMBER 21, AND SEPTEMBER 28, 2018 AT 177 E. HASELTINE ST:** Motion by Machotka, second by Tepley to approve the licenses as requested. Motion carried.

**CONSIDER APPROVAL OF APPLICATION FOR A TEMPORARY CLASS "B" BEER AND "CLASS B" WINE LICENSE FROM THE GREATER RICHLAND AREA CHAMBER OF COMMERCE FOR AN OPEN HOUSE EVENT ON AUGUST 24, 2018 AT 397 W. SEMINARY STREET (DEPOT) BETWEEN 4:00 P.M. AND 9:00 P.M.:** Motion by Machotka, second by Cairns to approve pending a certificate of insurance listing the city as additional insured. Motion carried.

**PROPERTY COMMITTEE RECOMMENDATIONS:**

**CONSIDER APPROVAL OF UPDATED AIRPORT HANGAR LEASES:** Attorney Robb said most of the changes have been directed by the State Department of Transportation, Bureau of Aeronautics when they inspected last year. Motion by Cox, second by Machotka to approve the updated leases. Motion carried.

**CONSIDER APPROVAL OF REPAVING JAMES STREET BETWEEN KINDER AND SOUTH STREETS:** Terry Nelson stated the 2 blocks were paved in 1978 and are falling apart. The water department work is finished so the street department will take out the pavement and it would be paved by DL Gasser for the bid of \$25,871.00 which can be paid out of the planned contracted work budget line. Motion by Wertz, second by Cairns and Machotka to approve the repaving and the price of \$25,871.00. Motion carried 8-0.

**CONSIDER VACATING A PORTION OF WEST 7<sup>TH</sup> & 8<sup>TH</sup> STREETS AS WELL AS ORANGE STREET AND ANOTHER AREA WHERE THE SWIMMING POOL AND COMMUNITY CENTER ARE LOCATED:** Attorney Robb stated all of the platted streets that need to be vacated are on city property but there is a process that needs to be followed. He

would like approval to move forward with this as it was not done many years ago. Motion by Collins to approve moving forward with the process to vacate a portion of 7<sup>th</sup>, 8<sup>th</sup>, Orange Streets and an odd (unnamed) street to the west of Orange Street. Tepley seconded and the motion carried.

**CONSIDER APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A \$4,717,623.00 GENERAL OBLIGATION PROMISSORY NOTE FOR THE NEW AQUATIC CENTER:** Motion by Wertz, second by Troxel to approve Resolution 2018-2. Machotka asked if there is a list of the money donated, how much there is to date already received, is it set aside in a separate account and what happens to the interest. Mayor Kaufman said Southwest Partners intends to forward donations before the city has to draw funds from the loan. Motion carried 7-0 with Lockwood abstaining.

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

**ADJOURN:** Motion by Cox, second by Machotka to adjourn. Motion carried 8-0 at 8:57 PM.

Minutes by Melinda Jones, City Clerk / Treasurer