

ADJOURNED MEETING OF THE COMMON COUNCIL

September 18, 2018

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, September 18, 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.

Motion by Collins, second by Wertz to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes. Motion carried via voice vote.

APPROVE AGENDA: Motion by Cox, second by Tepley to approve the agenda with item numbers 11, 12, and 26 removed. Motion carried.

REPORT ON THE 2017 AUDIT BY JOHNSON BLOCK: Mr. Bill Moilien from Johnson Block reported that the city audit in 2016 was strong and 2017 is stronger. Debt was at a favorable rate, there is fund balance available for future projects and the city is in healthy shape.

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

General Fund	1,086,802.47
State Pool - Account # 1	2,673,707.12
Money Market Tax Acct.	14,932.59
State Pool – Account #2 Long Term Care	556,133.69

Restricted Funds:

CDBG - Housing RLF	90,961.60
Revolving Loan Fund- Savings	771,618.75
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	283,651.94
Landfill Care - CD	290,503.71
Library Checking	171,756.83
Room Tax	66,209.08
State Pool #3 TIF-Panorama Estates	1,003,454.84
State Pool #5 TIF-Affordable Housing	940,268.15
State Pool - Account # 6 - TIF - 2-5	2,532,399.55

Committed Funds:

State Pool - Account # 4 - Project Carryover	1,210,583.98
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Assigned Funds:

Cemetery	4,697.49
Park / Community Center	35,160.28
Park and Rec Checking	4,653.23
Aquatic Center	1,000.17

CITY UTILITIES:

Electric Utility Fund	253,494.88
Electric Unrestricted Funds	48,719.19
Water Utility Fund	69,882.72
Water Utility Unrestricted Funds	54,821.47
Waste Water Utility Fund	43,686.60
Waste Water Unrestricted Funds	34,515.45

RESTRICTED FOR PROJECTS:

Electric	806,340.24
Water	974,428.07
WWTP	4,247,372.79

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF RESOLUTION 2018-3 AUTHORIZING THE ISSUANCE AND SALE OF A \$4,717,623 GENERAL OBLIGATION PROMISSORY NOTE FOR A NEW AQUATIC CENTER: The Council previously approved the note but it was structured differently so this resolution corrects the note so that the funds are drawn down as needed as intended to save on interest. A draw of \$50,001 is required at signing. Motion by Lockwood, second by Wertz to correct the previous loan approval with accepting \$50,001 at closing and approve Resolution 2018-3 authorizing the issuance and sale of a \$4,717,623 GO promissory note. Motion carried 8-0.

CONSIDER APPROVAL TO ADVERTISE FOR BIDS FOR A NEW AQUATIC CENTER: Motion by Lockwood, second by Collins to approve advertising for bids for the aquatic center. Shane Stibbe said the timeline is to award bids October 16th, start construction on the 18th with completion on May 30, 2019 and grand opening on the 1st of June. Motion carried 8-0.

CONSIDER APPROVAL OF RESOLUTION TO CARRYOVER FUNDS FROM PREVIOUS YEARS AND DESIGNATE FUNDS FOR PROJECTS, EQUIPMENT, REPAIRS: Clerk Jones stated there are \$79,865.00 of funds from 2017 projects that did not get finished and \$2,528,740.69 from the TID 2 and 3 that were closed that were planned to be designated for equipment, parking lots and street projects. Motion by Lockwood, second by Machotka to approve the resolution as presented. Motion carried via voice vote.

REVIEW THERMAL SCREENING REPORT ON THE MUNICIPAL BUILDING AND CONSIDER MOVING FORWARD WITH REPAIRS: Dave Fry said there is mold in the police department, the whole building has air quality issues and did not pass. There is no fresh air coming in the building. The air return motors were not working and the returns were blocked open and 5 offices (the Clerk's office, Utility Office and Zoning/Building Office) still did not pass. Motion by Machotka, second by Collins to move forward with specs and bid for the repairs. Motion carried via voice vote.

CONSIDER APPROVAL OF QUOTE FOR PLACING STONE AROUND THE ENTRANCE SIGNS: Motion by Machotka, second by Collins to approve the quote from

Randy Putz Masonry for \$9250.00 with funds coming from pool #4 designated funds and the interest. Motion carried 8-0.

CONSIDER APPROVAL OF BID FOR THE SALE OF A 2000 GALLON FUEL TANK: Bids received were \$1225.00 from Augelli Concrete & Excavating LLC and \$3033 from Troxel Farms LLC. Motion by Lockwood, second by Machotka to approve the sale of the fuel tank to Troxel Farms LLC in the amount of \$3,033.00. Motion carried 7-0 with Troxel abstaining.

CONSIDER APPROVAL OF PAY REQUEST #2 FROM GERKE EXCAVATING INC FOR PANORAMA ESTATES (TID 6) IN THE AMOUNT OF \$203,619.83: Motion by Lockwood, second by Machotka to approve the payment in the amount of \$203,619.83. Motion carried 8-0.

CONSIDER APPROVAL OF PAY REQUEST #1 FROM GERKE EXCAVATING INC FOR THE HASELTINE STREET PROJECT IN THE AMOUNT OF \$366,760.25: Motion by Lockwood, second by Collins to approve the payment in the amount of \$366,760.25. Motion carried 8-0.

CONSIDER APPROVAL OF PAY REQUEST #4 FROM GERKE EXCAVATING INC FOR WESTSIDE DRIVE IN THE AMOUNT OF \$341,469.90: Motion by Lockwood, second by Tepley to approve the payments. Motion carried 8-0.

CONSIDER ACCEPTANCE OF DONATION OF A MONUMENT TO BE PLACED BY THE AMERICAN FLAG AT THE MUNIPAL BUILDING RECOGNIZING THE CITY OF RICHLAND CENTER AS THE FIRST PURPLE HEART CITY IN THE NATION: Mayor Kaufman reported that an anonymous donor wants to place a concrete or stone monument displaying the purple heart and some engraving. The size is approximately 30" x 24" and 6" deep. Motion by Machotka, second by Cox to accept the donation. Motion carried by voice vote.

DISCUSSION ON CITY / COUNTY 911 COMMUNICATION SYSTEM: Mayor Kaufman said the currently 911 system server is located in Dodgeville and leased to the County by the telephone company. It is at the end of its life on software and has been extended. The County will have to purchase our own 911 system and has funding in the works through the Federal and State governments. The communication system in the City and outlying areas sometimes does not allow communication via cellular phones. This would include law enforcement, fire and ems. No action was taken.

CONSIDER APPROVAL OF DEVELOPER AGREEMENT WITH MARK BASSETT D/B/A JEWELL HOLLOW WOODCRAFT LLC: Motion by Collins, second by Machotka to approve. Motion carried 8-0.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF APPLICATIONS FOR A TEMPORARY CLASS "B" BEER LICENSE FROM THE A.D. GERMAN WAREHOUSE CONSERVANCE, INC FOR EVENTS HELD ON OCTOBER 12, 19 AND 26, 2018 AT 177 E. HASELTINE

STREET AND ON OCTOBER 13, 2018 AT 182 N. CENTRAL AVE: Motion by Machotka, second by Troxel to approve the applications. Motion carried.

PERSONNEL COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF RESOLUTION AMENDING CITY CONTRIBUTION TO HEALTH INSURANCE PREMIUMS AT 88% OF THE AVERAGE COST RATHER THAN 88% OF THE LOWEST COST PREMIUM PLAN OFFERED IN THE COUNTY: Diane Cox reported this item falls in line with Act 10 of the Statutes. Motion by Cox, second by Collins to approve the resolution. Motion carried via voice vote.

CONSIDER APPROVAL OF RENTING CITY HANGAR #3 TO MICHAEL KAUFMAN FROM SEPTEMBER 19, 2018 THROUGH OCTOBER 1, 2018: Mayor Kaufman said he is requesting permission to rent and empty hangar for 2 weeks while his hangar door is being repaired. Motion by Machotka, second by Tepley to approve the request with prorated rent. Motion carried via voice vote.

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

Motion by Machotka, second by Collins to go into closed session for the following, with a possible reconvene into open session and vote:

- a. Pursuant to Wis. Stats under 19.85 (1)(c) Consideration of employment, promotion, compensation or performance evaluation data and job descriptions of any city employee. The purpose of closed session relates to evaluations of employees related to their job description, possible job description changes and salary.
- b. Pursuant to Wis. Stats under 19.85 (1)(g) Conferring with legal counsel who will advise governmental body on strategy to be adopted with respect to current or likely litigation related to Kid's Stuff Childcare revolving loan fund.
- c. Pursuant to Wis. Stats. Under 19.85 (1)(g) Conferring with legal counsel who will advise governmental body on strategy to be adopted with respect to likely litigation related to authorization to proceed with an order to raze a building.
- d. Also pursuant to Wis. Stats. Under 19.85 (1)(e) Investment of public funds regarding approval of installing water and sewer to the Agwoods property and/or building related to developer agreement with Mark Bassett d/b/a Jewell Hollow Woodcraft LLC.

Motion carried.

Motion by Cox, second by Machotka to approve the job description changes and increase the compensation for the Deputy Clerk/Treasurer – Accountant by \$2.00 per hour effective 9/19/2018. Motion carried 8-0.

Motion by Wertz, second by Tepley to authorize the City Attorney to order to raze a building. Motion carried 8-0.

ADJOURN: Motion by Cox, second by Collins to adjourn. Motion carried 8-0 at 10:38 PM.

Minutes by Melinda Jones, City Clerk / Treasurer