

**REGULAR MEETING OF THE COMMON COUNCIL**

**November 5, 2019**

The Common Council of the City of Richland Center, Wisconsin, met in the Council Room of the municipal building on Tuesday, November 5, 2019 commencing at 7:30 P.M., Mayor Michael J. Kaufman presiding. Alderpersons Karin Tepley, Aaron Ewing, Ryan Cairns, John Collins, Travis Wertz, Diane Cox, and Todd Coppernoll were present. Alderperson Scotty Wallace was absent. Mayor Kaufman ascertained from the Clerk that the meeting was properly noticed.

Motion by Collins, second by Cox to waive the reading of the minutes of the October 15<sup>th</sup> meeting and approve said minutes as presented. Motion carried unanimously on a voice vote.

Motion by Tepley, second by Cox to approve the agenda with item #11 removed and item #12 moved to position #8 in the meeting. Motion carried unanimously on a voice vote.

**AMERICAN LEGION HONOR GUARD PRESENTATION FOR VETERANS' DAY:** Marge Freeman, Larry Sebranek, Richard Cairns, and Andy Freeman – representing the local Vietnam Veterans Chapter #7, VFW, American Legion, and 40 et 8 – presented a flag folding ceremony and poem in honor of Veterans' Day.

**MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** None.

**CITY AND UTILITY DEPARTMENT HEAD CONCERNS:** Utility Commission President Rod Perry thanked everyone for a successful Haseltine Street project. Perry also encouraged the council and residents to observe the new water reservoir south of the city. Clerk/Treasurer Melinda Jones reported that the council will consider the taxi contract at the next meeting.

**TREASURER'S REPORT:** The report for September 2019 with the month end balance is as follows:

General Fund	321,817.34
State Pool - Account # 1	2,584,283.78
Money Market Tax Acct.	17,279.91
State Pool – Account #2 Long Term Care	571,334.92

**Restricted Funds:**

CDBG - Housing RLF	124,751.98
Revolving Loan Fund- Savings	795,176.35
Revolving Loan Fund – Checking	1,217.07
Landfill Care – CD	285,783.31
Landfill Care - CD	290,503.71
Library Checking	288,516.01
Room Tax	72,771.84
State Pool #3 TIF-Panorama Estates	208.32
State Pool #5 TIF-Affordable Housing	965,969.30

State Pool - Account # 6 - TIF - 2-5 107,399.45

**Committed Funds:**

State Pool - Account # 4 - Project Carryover 5,873,912.86

**Assigned Funds:**

Cemetery 4,749.31  
Park / Community Center 8,867.25  
Park and Rec Checking 930.04  
Aquatic Center 113,404.37

**CITY UTILITIES:**

Electric Utility Fund 150,236.55  
Electric Unrestricted Funds 52,204.33  
Water Utility Fund 137,113.49  
Water Utility Unrestricted Funds 86,026.85  
Waste Water Utility Fund 38,685.40  
Waste Water Unrestricted Funds 50,618.74

**RESTRICTED FOR PROJECTS:**

Electric 698,648.55  
Water 514,751.59  
WWTP 4,197,290.92

Motion by Collins, second by Ewing to approve the treasurer’s report. Motion carried unanimously on a voice vote.

**DISCUSSION ON BUS SERVICE CONTRACT WITH UW PLATTEVILLE RICHLAND AND THE CAMPUS FOUNDATION:** Alderperson Tepley reported that transportation is a problem for many students who attend the local UW campus. She identified VARC as a possible resource to provide a bus transportation service for students and other residents. VARC is willing to provide the service when its primary routes for clients are not taking place. Richland Campus Foundation President Darlo Wentz indicated that the foundation is willing to cover 50% of the bus cost. Jay Hoffland, general manager of the Richland Center VARC location, said his company is looking forward to finding a solution for the campus and the city. Hoffland added that VARC’s drivers are willing to drive for the city/campus routes. In addition to the UW Platteville Richland campus, the proposed stops along the route include the Richland Hospital, Brewer Library, the city’s downtown, Richland Square, and Wal-Mart. Funding for the bus routes has been included in the 2020 city budget. It was stated that the proposed bus routes are considered an additional transportation option, and are not intended to compete with the current taxi service. A contract for the bus service is not finalized. It’s the hope that the service will be in place by late 2019 or early 2020.

**PARK BOARD RECOMMENDATIONS**

**CONSIDER APPROVAL OF AMENDMENT #3 TO THE BRICKL BROS’ CONTRACT FOR THE AQUATIC CENTER IN THE AMOUNT OF \$6,934.00 TO SUPPLY AND INSTALL 2 ADDITIONAL BEAMS PER ADCI’S RESPONSE TO RFI 33:** It was explained that the requested funds would be used to install two support beams on the mezzanine

structure at the aquatic center. Motion by Collins, second by Tepley, to approve amendment #3 to the Brickl Bros contract for the aquatic center in the amount of \$6,934 to supply and install 2 additional beams per ADCI's response to RFI 33. Motion carried 7-0 on a roll call vote.

**CONSIDER APPROVAL OF RC AQUATIC CENTER ADMISSION PRICING:** Recreation Superintendent Shane Stibbe reported that a study was conducted to compare surrounding communities' swimming pool admission prices and factor in the needs of the Richland Center aquatic center. That study resulted in recommendations for the city's admission rates. Motion by Coppernoll, second by Collins, to approve the RC Aquatic Center admission pricing. Motion carried 7-0 on a roll call vote.

**CONSIDER APPROVAL OF CONTRACT WITH CHROME FIREWORKS & DISPLAYS, LLC FOR JUNE 27, 2020 FIREWORKS, RAIN DATE JUNE 28, 2020:** It was stated that the city has been very pleased with the fireworks display that has been put on the last few years. The 2020 contract price of \$15,000 is unchanged from 2019. Motion by Ewing, second by Cox to approve the contract with Chrome Fireworks & Displays LLC for the city's 2020 fireworks display. Motion carried 7-0 on a roll call vote.

**FINANCE COMMITTEE RECOMMENDATIONS**

**CONSIDER APPROVAL OF TAKING LEGAL ACTION ON DELINQUENT ACCOUNTS:** Alderperson Cairns inquired about the process of taking action on delinquent accounts. City Attorney Jay Robb said that it's good practice to notify the delinquent entity in writing first. If that is unsuccessful, the city simply needs to direct the city attorney to pursue legal action. Motion by Cairns, second by Ewing, to start the process to investigate and take legal action on delinquent accounts owed to the city. Motion carried 7-0 on a roll call vote.

**CONSIDER APPROVAL OF BID AND CONTRACT TO LEASE CITY PROPERTY IN THE INDUSTRIAL PARK NORTH AREA AND AT THE RICHLAND AIRPORT:** Motion by Cairns, second by Wertz, to approve the bid from Ash Creek Dairy to lease the airport land and industrial park land in the amount of \$29,194.50 annually. A question was raised asking if manure spreading was allowed at the airport. Airport manager Dave Fry said that manure spreading is done currently at that location. Motion carried 7-0 on a roll call vote.

**CONSIDER APPROVAL OF CONTRACT WITH AXON AND APPROVE ORDER FOR BODY CAMERAS FROM THE 2020 BUDGET FOR THE POLICE DEPARTMENT:** The total 5-year cost of \$39,930 includes software and cloud storage. Motion by Cairns, second by Tepley, to approve a contract with Axon and approve the order for body cameras from the 2020 police department budget. Motion carried 7-0 on a roll call vote.

**CONSIDER APPROVAL OF REQUESTING BIDS FOR A SQUAD CAR FROM THE 2020 BUDGET:** There was \$48,000 placed in the 2020 budget for a new police department squad car and equipment. Motion by Cairns, second by Wertz, to allow the police department to seek bids for a new squad car. Motion carried unanimously on a voice vote.

**CONSIDER APPROVAL OF RESOLUTION 2019-12 TO CARRY OVER FUNDS FROM 2018:** There are four items totaling \$144,500 to transfer from 2018 into Pool #4. Motion by Cairns, second by Ewing, to carry over funds from 2018. Motion carried 7-0 on a roll call vote.

**PUBLIC SAFETY COMMITTEE RECOMMENDATIONS**

**CONSIDER SUSPENDING THE RULES, WAIVING THE READING, AND ENACTING ORDINANCE CHAPTER 271 RELATED TO BOW HUNTING WITHIN THE CITY LIMITS AND COMBINING CHAPTER 271 AND 272 INTO ONE:** Alderperson Coppernoll stated that there is consensus on the Public Safety Committee that a bow hunting plan on city property should be adopted, however there were concerns from the police department they felt still need to be considered. Bow hunting on public land will not be allowed until corresponding hunting maps in the city are approved. Motion by Collins, second by Wertz, to suspend the rules, waive the reading and enact Ordinance Chapter 271 related to bow hunting within the city limits and combining Chapter 271 and 272 into one, and removing Section 3 allowing ground blinds for hunting on city property. Motion carried unanimously on a voice vote.

**CONSIDER APPROVAL OF THE NEW TERMINAL BUILDING PLANS FOR THE RICHLAND AIRPORT:** Airport Manager Dave Fry reported that the city is working with Omni Associates to develop plans for a new terminal building at the Richland Airport. Soil borings, archeological studies, and building samples have been taken. The next step is to generate building specs that will be used to send to potential bidders. If the process continues as scheduled, the project will go out for bids in January. Funding for the building is shared 90% federal, 5% state, and 5% local. Motion by Wertz, second by Coppernoll, to approve the preliminary plans for a new terminal building at the Richland Airport. Motion carried 7-0 on a roll call vote.

**DISCUSSION AND CONSIDER PROPOSAL FROM MSA TO DO WATER AND SOIL TESTING AT 190 N. ORANGE ST. RELATED TO SITE INVESTIGATION FOR THE DIALYSIS CENTER:** Mayor Kaufman recently met with officials at the Wisconsin DNR to discuss the city's requirements for water and soil testing related to 190 N. Orange Street. Kaufman reported that water samples and soil boring would need to be conducted at the site. Kaufman proposed having a joint meeting with the Orange Street Redevelopment Authority (RDA Committee) and MSA and Metco to go over proposals for testing.

**APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:** none

**PAYMENT OF MONTHLY BILLS:** Motion by Cairns, second by Ewing to pay the bills as presented. Motion carried 7-0 on a roll call vote.

**PUBLIC COMMENTS:** none

**MAYOR AND ALDERPERSONS – COMMITTEE/COMMISSION/BOARD REPORTS AND COMMENTS:** Alderperson Collins reported that the state has released grant funds for transportation projects that will be awarded in 2020. He encouraged the city apply for work to be done on Court Street and other connecting blocks. Alderperson Coppernoll stated that UW-Platteville Richland recently held an event that discussed student enrollment. He encouraged the campus to continue an open dialogue with the city and other interested parties.

**DEPARTMENTS AND UTILITY REPORTS:** Library Board president Francis Braithwaite invited the council and community to the Brewer Library 50<sup>th</sup> anniversary open house on

Saturday, November 16<sup>th</sup> from 10:00 to 2:00. Parks & Grounds Superintendent Dave Fry reported that Richland County Bank has funds to help purchase two new scoreboards for North Park. They will be installed in the spring. Fry also stated that he is working with the utilities to upgrade the ball field lights in Krouskop Park. City Clerk/Treasurer Melinda Jones reported that the Richland School District would like the city to take over maintenance and ownership of Hive Drive. In exchange, the school district would give the city the Stori Field property.

**ADJOURN:** Motion by Cox, second by Tepley to adjourn. Motion carried at 9:16 PM.

Minutes respectfully submitted by Aaron Joyce, Deputy Clerk/Treasurer