

**REGULAR MEETING OF THE COMMON COUNCIL
August 4, 2020**

The Common Council of the City of Richland Center, Wisconsin, met on Tuesday, August 4, 2020 commencing at 7:30 PM, Mayor Todd Coppernoll presiding. Alderpersons Ryan Cairns and Karin Tepley via speaker phone, Scotty Wallace, John Collins, Melony Walters, Travis Wertz, Susan Fruit, and Carson Culver were present in person. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

Motion by Collins, second by Fruit to waive the reading of the minutes of the last meeting and approve the minutes. Motion carried unanimously.

Motion by Wallace, second by Walters to approve the agenda. Motion carried unanimously.

MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Wertz asked the rules of the common council be reviewed as well as committees on the next council agenda. Cairns asked for the enforcement of junk in the yards be placed on an agenda. It was stated that the issue was already placed on the Public Safety Committee agenda.

CITY AND UTILITY DEPARTMENT HEAD CONCERNS: No items were presented.

TREASURER’S REPORT: The report for July 31, 2020 with the month end balance is as follows:

General Fund	511,125.39
State Pool - Account # 1	2,903,123.59
Money Market Tax Acct.	17,323.97
State Pool – Account #2 Long Term Care	576,348.02
State Pool #3 TIF-Panorama Estates	210.14
State Pool - Account # 6 - TIF - 2-5	108,341.80

Restricted Funds:

CDBG - Housing RLF	86,827.79
Revolving Loan Fund- Savings	551,992.73
Revolving Loan Fund – Checking	1,164.57
Landfill Care – CD	288,362.09
Landfill Care - CD	298,130.77
Library Checking	352,986.65
Room Tax	77,905.58
State Pool #5 Renew RC Loan-Affordable Housing	874,413.88
Renew RC Loan Program Checking-Affordable Housing	66,701.31

Committed Funds:

State Pool - Account # 4 - Project Carryover	2,620,914.40
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Assigned Funds:

Cemetery	4,760.34
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Parks, Rec & CC Checking	9,689.81
Aquatic Center	123,911.01

CITY UTILITIES:

Electric Utility Fund	7,620.45
Electric Unrestricted Funds	29,653.78
Water Utility Fund	95,991.89
Water Utility Unrestricted Funds	75,304.15
Waste Water Utility Fund	62,157.18
Waste Water Unrestricted Funds	59,704.32

RESTRICTED FOR PROJECTS:

Electric	654,570.87
Water	719,001.89
WTP	4,032,467.61

PLAN COMMISSION RECOMMENDATIONS:

CONSIDER APPROVAL OF SECOND DRIVEWAY FROM TODD AND JANELL GRUBER AT 550 SUNSET LANE: Motion by Collins to approve the application for the second driveway at 550 Sunset Lane. Culver seconded and the motion carried 8-0.

CONSIDER APPLICATION FOR A CONDITIONAL USE PERMIT FROM ST. JOHN'S LUTHERAN CHURCH D/B/A BETHLEHEM LUTHERAN CHURCH FOR EDUCATIONAL, CHURCH AND RELIGIOUS ASSEMBLIES. THE PROPERTY IS ZONED C-DT AND LOCATED AT 130 S. MAIN STREET: Motion by Wertz to table this item to have a professional impact study done on the impact of a church in the downtown, this item taken to the Finance Committee for an appropriation of funds, then to the Plan Commission then to the Council for further approval. Collins seconded and the motion carried 7-1 with Culver opposed.

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF A COMPUTER PURCHASE FOR THE CLERK'S OFFICE: Motion by Cairns, second by Fruit to approve the purchase of a new tower in the amount of \$1118.00. Motion carried 8-0 via roll call vote.

CONSIDER APPROVAL OF BID FOR BLACKTOP ON THE 500 BLOCK OF S. IRA STREET WHICH IS PART OF A LRIP (LOCAL ROAD IMPROVEMENT PROGRAM): Two bids were received with the low bid from D.L. Gasser for \$12,000.10. Scott Construction bid \$14,492.00. The LRIP grant is in the amount of \$7000.00. Motion by Cairns to approve the bid for \$12,000.10 from D.L. Gasser, using the LRIP funds and the balance of \$5000.10 from the Roadways Contracted Work budget. Collins seconded and the motion carried 8-0.

CONSIDER REQUEST FROM GRANDMA'S ICE CREAM LLC FOR A REFUND OF THE MOBILE DESERT LICENSE: Motion by Cairns, second by Wallace that due to the pandemic to approve a one-time refund of \$50.00 to Grandma's Ice Cream LLC. Motion carried 8-0.

CONSIDER REQUEST TO ADD A MAYOR CELL PHONE TO THE CITY'S CURRENT PLAN: Cairns stated that this is a tool for the job. Motion by Cairns, second by Wallace to approve adding an iPhone II ProMax 512GB to the City's current plan for the Mayor with an estimated cost of \$44.96 per month. Motion carried 8-0.

PUBLIC SAFETY RECOMMENDATIONS:

CONSIDER APPROVAL OF TREE CUTTING LICENSES FOR ASHTON'S AFFORDABLE TREE SERVICE AND GARY MANNING: Motion by Culver, second by Collins to approve the License for Ashton's Affordable Tree Service. Motion carried 8-0. Motion by Culver, second by Wallace to approve the License for Gary Manning. Motion carried 8-0.

CONSIDER APPROVAL OF SAFETY MANAGEMENT POLICY RELATED TO RUNNING, INCV.'S RICHLAND CENTER TRANSIT: Clerk Jones reported the recent State audit of the Shared Ride Taxi Service has required Running, Inc. to adopt a Safety Management Policy which they have and the Council needs to approve it as well. Part of it is to identify and address safety hazards, control risks, set goals, plan and measure performance. Justin Running was present via telephone and stated the Federal Transit Authority has implemented this and it has been adopted by Running, Inc to stay in compliance with the Federal requirements. Motion by Culver to approve the Safety Management Policy. Walters seconded and the motion carried 8-0.

CONSIDER CLOSING PARK STREET IN FRONT OF THE RICHLAND HOSPITAL DURING CONSTRUCTION FOR APPROXIMATELY 6 WEEKS AND APPROVAL OF RESIDENT'S DRIVEWAY ACCESS FROM THE NORTH: Alderperson Culver stated the Fire Chief inspected the area and felt there would be sufficient access to the properties in the event of an emergency with the street closed. Motion by Culver, second by Fruit to approve the closure of Park Street in front of the Hospital during construction for approximately 6 weeks and approve the temporary driveway access from the North for the residents. Motion carried 8-0. The project should begin on August 24, 2020 and be finished mid-October.

QUARTERLY REVIEW OF RICHLAND CENTER TRANSIT: Clerk Jones stated this is a new requirement from the State that the Council review the monthly invoices and statistics on rides, any complaints which there were none, there were no accidents, monitor service, vehicle maintenance records and inspect the vehicles and be sure the service is ADA compliant. She stated they are ADA compliant and have a training schedule. Justin Running stated he is not sure why they are requesting the vehicle maintenance records because it is usually only for vehicles purchased through the grant which the City of Richland Center does not have. He stated they still follow the Federal requirements on their own vehicles and will provide the documents. Items were reviewed. No action was taken.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS: No appointments were made.

PAYMENT OF MONTHLY BILLS: Motion by Wallace, second by Walters to pay the bills as presented with the addition of an invoice for Brooks Tractor that is approximately \$10,400 to take care of the end loader repairs. Motion carried 8-0.

Public Comments: No one spoke.

Council reports: Alderperson Collins stated there were 2 water main breaks on Sunset Lane that the Water Department worked on for 12 ½ hours. Regular maintenance has been falling behind due to lack of funds and there is a rate increase proposed to get back to regular maintenance again.

The Mayor reported that Amy Pepich and Bailey Graham have been working hard pulling weeds on city property. The Parks & Grounds Department staff have been painting shelters.

Department reports: Rod Perry said the DNR letter was received that the new reservoir 24-hour test passed, the bacteria tests passed and it is approved to begin use. It will be turned on tomorrow.

Bill McCorkle said the zoning ordinance is being reviewed for conditional uses.

ADJOURN: Motion by Wertz, second by Fruit to adjourn. Motion carried 8:20 P.M.

Minutes respectfully submitted by Melinda D. Jones, Clerk/Treasurer