

**REGULAR MEETING OF THE COMMON COUNCIL  
September 1, 2020**

The Common Council of the City of Richland Center, Wisconsin, met on Tuesday, September 1, 2020 commencing at 7:30 PM, Mayor Todd Coppernoll presiding. Alderpersons Ryan Cairns via speaker phone, Karin Tepley, Scotty Wallace, John Collins, Melony Walters, Susan Fruit, and Carson Culver were present in person. Travis Wertz was absent. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

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

Motion by Tepley, second by Fruit to approve the agenda with items 8a and 10b removed. Motion carried with Cairns opposed.

**MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** No items were mentioned.

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

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

General Fund	1,228,331.74
State Pool - Account # 1	3,008,682.90
Money Market Tax Acct.	17,326.56
State Pool – Account #2 Long Term Care	576,417.39
State Pool #3 TIF-Panorama Estates	210.17
State Pool - Account # 6 - TIF - 2-5	108,354.84
Revolving Loan Fund- Savings	552,131.81
Revolving Loan Fund – Checking	1,164.57

**Restricted Funds:**

CDBG - Housing RLF	61,390.57
Landfill Care – CD	290,935.86
Landfill Care - CD	298,130.77
Library Checking	326,261.09
Room Tax	77,962.20
State Pool #5 Renew RC Loan-Affordable Housing	874,519.12
Renew RC Loan Program Checking-Affordable Housing	54,034.19

**Committed Funds:**

State Pool - Account # 4 - Project Carryover	2,220,483.44
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**Assigned Funds:**

Cemetery	4,795.30
Parks, Rec & CC Checking	9,691.26
Aquatic Center	194,424.59

**CITY UTILITIES:**

Electric Utility Fund	7,839.38
Electric Unrestricted Funds	27,715.18
Water Utility Fund	119,730.98
Water Utility Unrestricted Funds	40,156.01
Waste Water Utility Fund	61,603.81
Waste Water Unrestricted Funds	31,006.42

**RESTRICTED FOR PROJECTS:**

Electric	582,963.99
Water	663,176.68
WTP	4,055,263.21

Motion by Wallace, second by Culver to approve the treasurer’s report. Motion carried.

**REPORT ON THE 2019 AUDIT FROM BILL MOILIEN AT JOHNSON BLOCK:** Mr. Moilien reported the city is in a strong financial position with cash liquidity and fund balances. The fund balance total is at \$879,548. Revenues from Tax Incremental financing Districts totaled \$89,434 for 2019 which includes \$75,404 in taxes and special assessments along with \$14,030 in intergovernmental grants. TIF District expenditures totaled \$300,355 on eligible projects and debt service. The city’s Housing Loan Program has loans receivable at \$680,737 outstanding as of December 31, 2019. The city’s general fund has committed and assigned fund balances of \$3,844,031 set aside for future projects and expenditures. He reviewed the statement of revenues, expenditures and changes in fund balances. The debt is structured favorably with interest rates below current market. The Debt obligations limit is \$15,155,950 and the city’s debt is at \$6,105,034 with 59.7% of its debt capacity remaining at December 31, 2019.

**FINANCE COMMITTEE RECOMMENDATIONS:**

**CONSIDER APPROVAL TO REQUEST BIDS TO PURCHASE FURNITURE FOR THE AIRPORT TERMINAL BUILDING:** Dave Fry mentioned the furniture qualifie4s for Cares Act funds up to \$30,000 for the airport. Motion by Cairns to approve requesting bids for the furniture at the airport terminal building. Tepley seconded and the motion carried 7-0.

**CONSIDER APPROVAL TO PURCHASE PLEXIGLASS DESK GUARDS:** Cairns said these would be used at the election and at city hall using the Routes to Recovery grant funds. Motion by Cairns to approve the purchase of desk guards using the Routes to Recovery funds and allow up to \$5,000.00. Fruit seconded and the motion carried 7-0.

**CITY/COUNTY AD HOC AND FINANCE COMMITTEE:**

**DISCUSS AND POSSIBLE APPROVAL OF BOARDMAN CLARK DRAFTING A LAND LEASE AGREEMENT WITH RICHLAND COUNTY FOR THE PURPOSE OF CONSTRUCTING A NEW AMBULANCE BUILDING IN THE INDUSTRIAL PARK NORTH AND PROCEED WITH THE CONDITIONAL USE PERMIT PROCEDURES:** Mayor Coppernoll said there is a donor that came forward to help build a new ambulance structure. The County Finance Committee has money to finish the building and the City has a lot in the Industrial Park North. Support for this project has been almost unanimous. It is planned to have a lot large enough for possible fire and 911 services to be added to the ambulance

building at some point in the future if needed. Motion by Collins to approve Boardman Clark drafting a land lease agreement with Richland County to construct a new ambulance building in the Industrial Park North and proceed with the conditional use permit, conduct a survey, order title work and verify any land restrictions. Culver seconded. Alderperson Collins amended the motion to add the attorney fees at an estimate of \$2000-\$3000. Culver seconded. Collins amended again that as part of the terms of the lease, the cost of attorney fees, survey, and title fees be passed on to the County for reimbursement. Culvert seconded. The motion and amendments carried 7-0. Judy Shireman asked that in looking at the permit, the ambulance should be allowed to leave the building with red lights and sirens turned on. That is not the case for Baraboo Ambulance because they are for transport only.

**PUBLIC SAFETY RECOMMENDATIONS:**

**CONSIDER APPROVAL OF APPLICATION FROM THE RICDHLAND FAMILY RESTAURANT LLC FOR A CLASS “B” BEER AND A CLASS C WINE LICENSE AT 211 N. MAIN STREET:** Motion by Wallace, second by Fruit to approve the Licenses for Richland Family Restaurant LLC. Attorney Robb reviewed the city ordinance as compared to the Statutes and suggested changing the ordinance first then revisiting this license at the next meeting. Wallace withdrew the motion and Fruit seconded. Alderperson Culver requested the approval next time restricting drinking in the parking lot. No action was taken.

**ELECTION OF A MEMBER TO THE UTILITY COMMISSION TO REPLACE ROD PERRY:** Rod Perry was elected to the Commission in April of 1980 and served for the last 40 years. Mayor Coppernoll thanked Mr. Perry. He reported that Diane Cox, Marsha Machotka, Jay Muller and Mike Nice have agreed to serve if elected. Mayor Coppernoll asked three times if anyone else is interested in the position. No one spoke. Alderperson Fruit nominated Mike Nice. John Collins nominated Marsha Machotka; Carson Culver nominated Jay Mueller. A roll call vote produced the following votes: Collins voted for Machotka, Culver voted for Mueller, and all other Alderpersons voted for Mike Nice who received the majority. Mike Nice will begin office at the first meeting in October, 2020.

**APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:** Mayor Coppernoll nominated John Collins and Carson Culver to the City/County Ad Hoc Committee. Motion by Wallace to approve the appointments. Fruit seconded and the motion carried 7-0.

**PAYMENT OF MONTHLY BILLS:** Motion by Collins, second by Tepley to pay the bills as presented with the Brickl Bros final payment held until the Mayor and Pat Elliott approve. Motion carried 7-0.

Public Comments: No one spoke.

Council reports: Alderperson Collins reminded the public that they can obtain a bow & arrow or cross bow permit to hunt on city property through the City Clerk’s Office. He also mentioned that the Mayor did a video requesting public input to change the stop signs on Church Street at Seminary to Church Street at Haseltine and at this point there will not be a change.

Department and Utility Reports: Rod perry reported that the Utilities pay the City over \$500,000 per year and he requested the Council not kill the golden goose. Jasen Glasbrenner and Keith

Behling reported on a party interested in the former M&A Recycling site on N. Orange at Union Street.

**ADJOURN:** Motion by Tepley, second by Fruit to adjourn. Motion carried 8:50 P.M.

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