

**REGULAR MEETING OF THE COMMON COUNCIL
October 6, 2020**

The Common Council of the City of Richland Center, Wisconsin, met on Tuesday, October 6, 2020 commencing at 7:30 PM, with Mayor Todd Coppernoll presiding. The meeting was held virtually via WebEx. Alderpersons present over phone: Scotty Wallace, Susan Fruit, Carson Culver (joined at 8:00 PM), John Collins, Karin Tepley, Travis Wertz, Melony Walters, and Ryan Cairns. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

Motion by Fruit, second by Collins to waive the reading of the minutes of the last two meetings and approve the minutes from 9/15/2020 and 9/22/2020. Motion carried 7-0.

Motion by Tepley, second by Wertz to approve the agenda. Motion carried 7-0.

Resolution honoring former Mayor Michael J. Kauffman.

Coppernoll reads Resolution 2020-2 honoring former Mayor Michael J. Kauffman. Collins makes motion to adopt Resolution 2020-2 honoring former Mayor Michael J. Kauffman, Wertz seconds, motion carried 7-0.

Resolution honoring former Alderperson Diane Cox.

Coppernoll reads Resolution 2020-3 honoring former Alderperson Diane Cox. Fruit makes motion to adopt Resolution 2020-3 honoring former Alderperson Diane Cox, Collins seconds, motion carried 7-0.

TREASURER’S REPORT: The report for September 30, 2020 with the month end balance is as follows:

General Fund	770,799.99
State Pool - Account # 1	3,043,997.59
Money Market Tax Acct.	17,328.49
State Pool – Account #2 Long Term Care	576,482.16
State Pool #3 TIF-Panorama Estates	210.19
State Pool - Account # 6 - TIF - 2-5	108,367.01
Revolving Loan Fund- Savings	553,013.06
Revolving Loan Fund – Checking	1,164.57

Restricted Funds:

CDBG - Housing RLF	61,589.18
Landfill Care – CD	290,935.86
Landfill Care - CD	298,130.77
Library Checking	302,954.85
Room Tax	75,850.23
State Pool #5 Renew RC Loan-Affordable Housing	874,617.38
Renew RC Loan Program Checking-Affordable Housing	53,921.34

Committed Funds:

State Pool - Account # 4 - Project Carryover	2,156,853.09
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Assigned Funds:

Cemetery	4,795.38
Parks, Rec & CC Checking	9,692.34
Aquatic Center	194,430.49

CITY UTILITIES:

Electric Utility Fund	39,424.85
Electric Unrestricted Funds	29,750.92
Water Utility Fund	106,080.75
Water Utility Unrestricted Funds	40,156.16
Waste Water Utility Fund	51,873.54
Waste Water Unrestricted Funds	31,008.86

RESTRICTED FOR PROJECTS:

Electric	607,367.93
Water	687,314.72
WTP	4,139,933.31

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

MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Fruit noted that the cement is higher in various areas on Court Street near Christy's Sunny Side and could pose tripping hazards. Collins noted that there are various areas in which junk is accumulating. Wertz noted the possible need to consider fencing be placed around the parking lot at Jefferson Street.

CITY AND UTILITY DEPARTMENT HEAD CONCERNS: Chief Jones echoed Wertz's concern for the fencing on Jefferson Street.

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF SEAL COAT BIDS FOR PARKING LOTS:

Cairns reviewed bid received. Cairns noted that due to the approach of cold weather, the needed crack sealing would be completed this year and the remaining seal coating would occur next year. Cairns also noted that the bid amount received this year would be honored next year when the work is completed. Cairns makes motion to accept bid for Fahrner Asphalt Sealers, LLC in the amount of \$49,662.38, Wallace seconds, motion carried 8-0.

CONSIDER APPROVAL OF SALE OF BLEACHER BID:

Cairns reviewed bids received. Cairns noted that the bids were split between two buyers with each interested in a different number of bleachers. Cairns makes motion to accept bid from Cazenovia Area Tractor & Truck Pullers in the amount of \$900.00 and bid from Boaz Community Park in the amount of \$510, Fruit seconds, motion carried 8-0.

CONSIDER APPROVAL OF BID FOR AIRPORT FURNITURE & APPLIANCES:

Cairns reviewed bids received. Cairns noted that K&K did not provide the required information as outlined in the furniture bid request but Court & Main did. Cairns makes motion to accept bid received from Court & Main in the amount of \$10,268.00 for furniture and the bid from Town &

Country in the amount of \$963.00 for appliances, Tepley seconds, Wertz abstains, motion carried 7-0.

RECONSIDER APPROVAL OF THE INCLUSION OF ADDITIONAL HOME IMPROVEMENTS TO RENEW RICHLAND CENTER LOAN RRC20-OR-05: Cairns reviewed request brought forth for reconsideration to approve additional home repairs including the replacement of homeowner's cabinets and countertops in the amount of \$8,574.00. Walters noted she was not completely familiar with the project and wondered if an approval of type was a normal occurrence. Cairns briefly reviewed lending outline of program. Johnson noted the repairs are eligible under lending program guidelines and would fall under eligible use for functionally outdated features and to bring them into compliance with current strands and codes. Walters stated that the repairs appear to be more of a cosmetic issue and questioned whether or not repairing them was a code issue. Johnson reviewed the need for the cabinets and countertops and noted the subpar performance level. Cairns makes motion approve the additional home improvements in the amount of \$8,574.00 for loan RRC20-OR-05, Wallace seconds, Wertz abstains, Tepley opposed, motion carried 6-1.

PUBLIC SAFETY RECOMMENDATIONS:

CONSIDER APPROVAL OF HOLDING HALLOWEEN TRICK-OR-TREATING AND ANY CHANGES TO TAKE PLACE DUE TO COVID-19: Chief Jones reported that other surrounding municipalities are having trick-or-treating. Chief Jones also noted that public announcements on how to participate will be made on WRCO the hours will trick-or-treating will be held from 3:30 PM – 6:00 PM. Coppernoll added that Fennimore will hold trick-or-treating but added that cancellation would occur if the decision to cancel was made by the county health officer or governor. Carson questioned whether or not Halloween is an event the city sponsors. Tepley questioned if the decision to hold trick-or-treating was made before the decision to close schools was and Wallace reported the decision was made one day prior. Tepley noted she was unsure of the message holding trick-or-treating as usual sends to the public. Walters inquired if the county's public health officer had been consulted and Coppernoll reported she was. Wallace amends original motion to approve holding Halloween trick-or-treating to include unless cancelled by the county's public health nurse or governor, Culver seconds, motion carried 8-0.

CONSIDER APPROVAL OF TREE CUTTING LICENSE FOR PEEP'S TREE CARE:

Fry noted he made calls but has nothing to report at this time. Agenda item postponed.

CONSIDER APPROVAL OF TREE CUTTING LICENSE FOR ADVANCED CONCRETE: Agenda item postponed.

CONSIDER APPROVAL OF OPENING ACCOUNT FOR CANINE FUND APPROVING THE ACCEPTANCE OF DONATIONS: Chief Jones informed the council that a donation may come to city and would like it used for the establishment of a narcotic protection, canine tracking, and apprehension unit similar to what Richland County currently has. Chief Jones reports that the estimated startup costs are approximately \$80,000 and would like a separate account created to track the funds coming in and going out for this specific item. Culver notes concerns over the tracking and the overall use of funds and suggests that it be returned to committee for further investigation and review. Clerk Jones states she has spoken with auditor

about this and received a recommendation to establish a separate account and using that account to pay for directly rather than reimbursing the General Fund. Clerk Jones also notes that the nature of the request to open the account and accept donations is the reason it is on the council and designated this way. Culver notes that budget subcategories would be helpful in the tracking of funds and that strict designations need to be placed on what funds are deposited into account and what expenses are to come out of account as future council members could do something differently. Coppernoll asks what happened at committee level and Culver states that more research was needed. Wallace agrees with Culver and rescinds his motion to approve the opening of an account for the canine fund and the acceptance of a donation. Attorney McGough states he agrees with this item being returned to the committee for further review and that the parameters need to be more clearly define. No further action taken and item returned to public safety committee for further review.

CONSIDER THE TEMPORARY SUSPENSION OF RENEW RICHLAND CENTER LOAN PROGRAM: Glasbrenner states that several ongoing discussions have occurred regarding the temporary suspension of the program. Glasbrenner states that his understanding is that the money that funds the current program has changed. Glasbrenner adds that the program was created by an TIF extension to be used for affordable housing, but that the definition of affordable housing is unclear. Glasbrenner recommends pausing the program so city can get a higher return on its investment. NHS Executive Director Bill Reinke questions what should happen with loan applications currently in process. Collins adds that the applications currently submitted will continue to be processed. Tepley asks the dollar amount of applications in process and Reinke and Johnson reply with an estimated dollar amount of approximately \$85,000. Tepley then asks how far along these loans are and Johnson explains they are not considered loans until the applications have gone through and been approved by the applicable committees. Coppernoll noted the possibility of working with Ehlers for review of other programs to fund services provided by Renew Richland Loan Program. Clerk Jones noted the City has worked with Ehlers for many years and they would be aware of other funding options should they exist. Cairns makes motion to suspend Renew Richland Loan Program effective today pending further information, Collins seconds, Wertz abstains, motion carried 7-0.

CONSIDER APPROVAL OF PURCHASE OF A VIDEO CONFERENCING SYSTEM TO RECORD COUNCIL MEETINGS TO BE SUBMITTED UNDER CARES ACT: Clerks Kalish and Jones note that the purchase of the video conferencing equipment due to the increased use of and necessity for virtual meetings will allow for the municipality to hold meetings as required. Video conferencing equipment will integrate with current virtual technology and provide additional enhanced video recording capabilities. Expense for equipment will be submitted to CARES Act for reimbursement. Clerk Jones and Kalish review quote received from Fearing's for video conferencing equipment in the amount of \$3,941.28. Wertz makes motion to approve the purchase of a video conferencing system in the amount of \$3,491.28, Collins seconds, motion carried 8-0.

CONSIDER APPROVAL OF PURCHASE OF AN AIR PURIFICATION SYSTEM FOR COMMUNITY CENTER TO BE SUBMITTED UNDER CARES ACT: Fry provided brief overview of air purification system and noted that these systems have been installed in several schools. Fry also noted that the five units would be installed and with furnaces and a continuous area flow would be most beneficial for the operations and impact of the air purification systems. A quote to install the systems was received from Precision Controls & Service LLC at cost of

\$5,955.00 Wertz makes motion to approve the purchase of an air purification system for the community center in the amount of \$5,955, Tepley seconds, motion carried 8-0.

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

PAYMENT OF MONTHLY BILLS: Collins makes motion to approve monthly bills, Fruit seconds, motion carried 8-0.

PUBLIC COMMENTS: Jared Burke provided information on the upcoming referendum for the Richland School District. Coppernoll thanked Burke for his work. Keith Behling noted the nice turnout for the recent groundbreaking ceremony for the dialysis center. Behling also stated that the closure report has been received which is a major step moving forward.

COUNCIL REPORTS: No reports given.

DEPARTMENT AND UTILITY REPORTS: No reports given.

ADJOURN: Motion by Tepley to adjourn at 9:13 PM, Collins seconds, motion carried unanimously.

Minutes respectfully submitted by Derek S. Kalish, Clerk/Treasurer