

**REGULAR MEETING OF THE COMMON COUNCIL
October 20, 2020**

The Common Council of the City of Richland Center, Wisconsin, met on Tuesday, October 20, 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, John Collins, Karin Tepley, Travis Wertz, Melony Walters, and Ryan Cairns. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

Collins makes motion to waive the reading of and approve the minutes from 10/6/2020, seconded by Fruit. Motion carried unanimously.

Cairns requested item #6a (Consider approval of City Financial Policy) be removed from the agenda as policy is not ready for review by council at this time. Walters makes motion to approve agenda with item #6a removed, seconded by Tepley. Motion carried unanimously.

Mayor Coppernoll announced the recently awarded contract with Court & Main for the purchase of new furniture for the new airport terminal building is cancelled and the bidding process will be reopened.

MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Coppernoll noted the cancellation of the Court & Main contract as mentioned above. Collins requested that the public safety committee look into prohibiting parking on both sides of Orange Street from 6th Street to Seminary Street.

CITY AND UTILITY DEPARTMENT HEAD CONCERNS: None.

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF CITY FINANCIAL POLICY: Removed from agenda.

PUBLIC SAFETY RECOMMENDATIONS:

CONSIDER APPROVAL OF TREE CUTTING LICENSE FOR PEEP'S TREE CARE: Wallace noted that Fry had followed up with tree cutters. Culver makes motion to approve tree cutting license for Peep's Tree Care, Walters seconds, motion carried 8-0.

CONSIDER APPROVAL OF TREE CUTTING LICENSE FOR ADVANCED CONCRETE: Wallace noted that Fry had followed up with tree cutters. Wallace makes motion to approve tree cutting license for Advanced Concrete, Tepley seconds, motion carried 8-0.

PLANNING COMMISSION RECOMMENDATIONS:

CONSIDER POSTPONING ANY SALE OF LAND AT 254 E. HASELTINE STREET UNTIL THE STRATEGIC PLAN FROM SOUTHWEST WI REGIONAL PLANNING COMMISSION IS COMPLETED. Collins stated that a 2007 plan indicated that parking with the City may be a concern in the future. Collins noted that several community organizations, some of which were previously dormant in their activity, are now active and attracting visitors to

the community. Collins also noted that Southwest Regional Planning Commission indicated increased parking in the downtown area would be a strategic move for the City. Collins makes motion to postpone any sale of land at 254 E. Haseltine Street until the strategic plan from Southwest WI Regional Planning Commission is completed, Fruit seconds, motion carried 8-0.

CONSIDER PURSUING A DEVELOPMENT AGREEMENT FOR THE PURPOSE OF A LAND SALE TO KINGDOM STORAGE. Richland Economic Development Director Jasen Glasbrenner reviewed the proposal from Kingdom Storage to build 80 permanent storage units constructed of metal and built on concrete on Lot 28 (approximately 1.86 acres) in the Industrial Park. Glasbrenner noted the sale price of land would be \$30,000, the lot would require some fill, the shape of the lot would need to be determined, and that storage units are a conditional use and as such would require a conditional use permit. Estimated improvement value of \$260,000 was noted with possibility of expansion at a later date. Glasbrenner requested approval to move ahead with development of developer's agreement. Culver inquired about the floodplain issue and Glasbrenner stated that the surveyor had looked into said issue. Wertz noted that as a point of order, no discussion should occur without a first and second. Collins makes motion to consider moving forward with developer's agreement with Kingdom Storage for Lot 28 in Industrial Park North, Culver seconds, and the discussion continues. Coppernoll asked Glasbrenner if the use of the lot in this manner is in the best interest of the city and Glasbrenner replied by stating he does believe the project is reasonable to consider and could be an asset to the community. Cairns asked Aaron Troxel, partner in Kingdom Storage, to speak to some of his success stories with Kingdom Storage or instances in which things didn't work. Troxel explained there are two business models from which they work from and reviewed the status of other projects in the works. Troxel noted their biggest success was what TroxBox Containers was in the Industrial Park and stated that they have been pleasantly surprised with what has occurred thus far. Cairns asked if Troxel would like to speak about his previous lease agreement with the City and his perspective on being delinquent with payments. Troxel explained that his originally site choice had fallen through and another lot was found. Troxel stated he had interest in purchasing the lot and knew he would need to invest in gravel upon purchase. Troxel also noted he was late paying as he had the intention to purchase the land, no forward movement appeared to be happening, and details seemed to be missing from his perspective. Cairns asked about the two years of no payments and if anyone from the City had followed up with him regarding the payments and their application towards the purchase of the lot. Troxel replied that they were not told they didn't have to pay and the delayed payment was not his intention. Troxel provided brief overview of Kingdom Storage as requested by Cairns. Coppernoll clarified that closing sale should be contingent upon approved local and state plans, no non-profit, one year to complete or claw back by city, and proof of financing must be provided. Glasbrenner confirmed these are all things Kingdom Storage has agreed to and noted that all details from developer's agreement are not on the summary provided. Cairns asked if planning commission was in favor of pursuing developer's agreement and Coppernoll notes that everyone present at the planning commission meeting voted in favor of moving forward with developer's agreement. Cairns asked for clarification regarding expenses being incurred for lease termination of Troxbox and developer's agreement for Kingdom Storage. Attorney McGough stated that he believes the Troxbox issue has been resolved and will not know about the Kingdom Storage developer's agreement until he sees it. McGough also notes a response letter has been sent to Troxbox in regards to the termination of the lease. Attorney Robb noted that there are two different lots in question. Tepley noted the possibility of lots needing to be vacated if new building occurs and Coppernoll agreed. Collins makes motion to consider moving forward with developer's

agreement with Kingdom Storage for Lot 28 in Industrial Park North, Culver seconds, motion does not carry 3-5.

CONSIDER RESOLUTION UPDATING PROCEDURES AND PRICING OF CITY OWNED INDUSTRIAL PARK NORTH PROPERTY FOR SALE REFLECTING FAIR MARKET VALUE AND USING A LAND PRICE FORMULA CALCULATOR.

Glasbrenner noted that the model being used to calculate the price for industrial park land is from 1992 and suggested a sale price of approximately \$5,000 per acre. Glasbrenner noted his research revealed a wide range of pricing for industrial park land and that the prevailing conversations are leaning towards fair market value for valuation purposes. Glasbrenner also noted \$30,000 per acre is a more reasonable value in today's market. Glasbrenner explained how discount factors and job creation can impact these calculations. Clerk Jones notes that no resolution is ready for approval and suggested to review at the next council meeting. Glasbrenner notes the resolution is being drafted that would be created to adopt the policy just discussed.

CONSIDER APPROVAL OF CITY RECREATION POLICY.

Park Board President Pat Elliott and Parks & Recreation Superintendent Shane Stibbe reviewed the proposed Recreation Policy. Elliott noted they talked to insurance company and stated that as long as the city agrees these programs are recreational programs, they can be under the city's insurance. Elliott noted that if the city approves programs as park or recreation programs under the city, then they are. Coppernoll noted that the recreation policies needed to be clearer and that for a program or activity in the park to be covered by city's insurance, it had to be made as a city or school program. Coppernoll noted this could be accomplished by having fees being paid to the City and that these activities occurring in the park need to be listed as city programs. Collins makes motion to adopt recreation policy and new fees, Tepley seconds, discussion continues. Coppernoll asked if there was a list of these programs for review. Elliott noted Stibbe would have a current list of programs available. Attorney Robb stated that the Council should approve programs being listed as city programs to maintain City's status with insurer. Collins amends motion to include the Parks and Recreation Superintendent will supply a list of city programs on an annual basis to the council for approval, Tepley seconds Collin's amended motion, and discussion continues. Coppernoll asked when the list would be available for review and Stibbe stated one could be provided by the next meeting or on a case-by-case basis. Robb noted that just a list of organizations may not be enough and that a summary describing what the organizations do may be beneficial. Culver inquired about the frequency of approving the list and Collins replied by stating the list could be reviewed as needed. Wertz inquired as to whether or not Park Board could approve the list for non-profit organizations versus bringing them back to Council every time. Robb noted that the Park Board could approve the list of programs for non-profits if delegated to do so. Collins amends motion for a second time to approve the recreation program policy, instruct Park Board to approve which programs are City programs, to provide that list to the City Clerk's Office, and to update that list once per year, Tepley seconds, motion carried 7-1.

CONSIDER APPROVAL OF RETAINING 2016 INCEPTOR FOR CITY USE AND THE SALE OF 2006 CHEVROLET IMPALA. Stibbe stated he spoke with Police Chief Billy Jones whom would like to get rid of the 2016 inceptor as it has approximately 108,000 miles on it. Stibbe noted that the Parks & Recreation's 2006 Impala has some serious condition problems. Collins makes motion to accept transfer of 2016 incept from the police department to the parks

department and to sell the 2006 Chevy Impala, Fruit seconds, motion carried 7-0. Wertz inquired about the possibility of using the 2006 Impala as a courtesy car for the airport. Fry noted that many repairs are needed. Collins agreed that the use of the Impala would not be satisfactory for an airport courtesy car.

CONSIDER APPROVAL FOR THE PURCHASE OF AN AIR PURIFICATION SYSTEM FOR THE MUNICIPAL BUILDING AND THE LIBRARY TO BE SUBMITTED UNDER THE CARES ACT. Fry reviewed quotes received for the air purification systems. Fruit makes motion to approve the purchase of an air purification system for the municipal building and the library to be submitted under the CARES Act, Tepley seconds, motion carried 8-0.

CONSIDER APPROVAL OF FENCING AT JEFFERSON STREET PARKING LOT. Wertz makes motion for Dave Fry to secure bids for temporary construction height fencing for the Jefferson Street parking lot. Attorney Robb noted that the motion was not very specific and Wertz stated he could be more specific if need be. Wertz stated he could work with Dave Fry and would like to see a construction barrier size temporary chain link fence from Shireman's Veterinary Clinic office to the south and to the west towards Kwik Trip. Wertz makes motion to have Dave Fry secure bids with fencing starting at veterinarian clinic to the south proceeding to the west to Jefferson Street with fence approximately 6 feet high with no access in the in or out, Collins seconds, discussion continues. Cairns noted that a straight fence would be beneficial. Wertz amends motion for a straight fence starting at the southeast corner of the parking lot continuing to the west at Jefferson Street, Collins amends second, motion carried 8-0.

CONSIDER APPROVAL TO INCREASE HOURS OF TOURISM COORDINATOR. Coppennoll noted that Tourism Director Marty Richards is on track to exceed his budgeted number of hours to be worked for 2020. Coppennoll also noted that Richards has worked with several local businesses and that the county is not in a financial position to assist with the funding of this position at the present moment. Cairns noted that Richards has provided invaluable information to local businesses. Walters inquired as to what year the increased hours would be allocated to and Cairns replied that the additional 100 hours would be used in 2020. Cairns makes motion to approve 100 additional hours for the Tourism Director, Collins seconds, motion carried 8-0.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS: None.

PAYMENT OF MONTHLY BILLS: Monthly bills presented for review. Cairns makes motion to approve payment of monthly bills as presented, Tepley seconds, motion carried 8-0.

PUBLIC COMMENTS: Fruit noted that a ribbon cutting ceremony for the Mercantile/A Seasonal Touch will be held on 10/31/2020 at 3:15 PM.

COUNCIL REPORTS: None.

DEPARTMENT AND UTILITY REPORTS: Jones notes that this will be the last meeting for J. Robb as City Attorney and thanks him for all of the support throughout the years.

ADJOURN: Tepley makes motion to adjourn at 9:27 PM, Wertz seconds, motion carried unanimously.

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