

**REGULAR MEETING OF THE COMMON COUNCIL
November 17, 2020**

The Common Council of the City of Richland Center, Wisconsin, met on Tuesday, November 17, 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, Melony Walters, and Ryan Cairns. Travis Wertz was absent. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

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

Motion by Collins, second by Tepley to approve the agenda. Motion carried unanimously.

MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: No concerns brought forward.

CITY AND UTILITY DEPARTMENT HEAD CONCERNS: No concerns brought forward.

FINANCE COMMITTEE RECOMMENDATIONS:

CONSIDER APPROVAL OF SYMON'S RECREATIONAL COMPLEX ROOFING PROJECT: Tracy Gobin, Interim Director for Symon's Recreational Complex, noted that the roof of the Symon's Recreation Complex is in disrepair and needs to be replaced. Gobin stated total cost to repair the roof is \$130,233.00 with the city's share of the proposed repairs being \$65,116.50. Gobin provided brief overview of the project and noted that Russell Mohns, the project's Principal Engineer, stated total actual costs could increase once work begins given the current condition of the roof. Gobin also noted that the original cost projections were much higher than the current. Cairns makes motion to approve the Symon's Recreational Complex roofing project with the city's share of expenses totaling no more than \$112,500, Collins seconds, motion carried 6 – 0.

CONSIDER APPROVAL OF CONTRACT WITH JOHNSON BLOCK FOR 2020 AUDITING SERVICES: Clerk Kalish reviews letter of engagement provided by Johnson Block which summarized auditing services to be completed on the city's 2020 financial records if contract is approved. Cairns makes motion to approve \$25,000 contract with Johnson Block for 2020 auditing services, Culver seconds, motion carried 6 – 0.

CONSIDER APPROVAL OF AIRPORT FURNITURE BIDS: Cairns noted no recommendation was brought forth from the Finance Committee regarding this agenda item. Bids were received from Ideal Commercial Interiors (\$16,264.00) and Designs By "U" (\$10,268.00). Tepley noted the difference between the quality of commercial and residential furniture and stated that commercial grade furniture is best suited for commercial spaces. Culver inquired as to whether or not all bidders were made aware of the commercial grade requirement and Dave Fry, Airport Manager, confirmed they were. Walters stated she had never heard of Ideal Commercial Interiors and inquired as to whether or not the company is local. Fry noted the company is based out of Minnesota. Culver questioned why the higher bid would be accepted over the lower and Collins replied by stating that bidding issues may arise if the lower bid is

accepted. Collins makes motion to accept bid from Ideal Commercial Interiors in the amount of \$16,264.00, Tepley seconds, motion carried 6 – 0.

CONSIDER APPROVAL TO PURCHASE LANDING LIGHTS FOR SOUTH END OF AIRPORT: Dave Fry stated the runway end identifier lights (REIL) at the south end of the airport runway need to be replaced. Fry noted that REIL were replaced at the north end of the airport earlier this year and are used to assist pilots in landing safely. Fry also noted that previous supplier of these items is no longer in business and parts from those suppliers are hard to acquire and often more expensive. Fry stated that the same company that replaced the REIL at the north end could also replace the lights at the south end at approximately the same cost and before the end of the year. Cairns makes motion to approve the purchase of the landing lights (REIL) for the south end of the airport at a cost not to exceed \$11,000, Tepley seconds, motion carried 7 – 0.

PUBLIC SAFETY RECOMMENDATIONS:

CONSIDER APPROVAL OF APPLICATION FROM CENTER CINEMA FOR A CLASS “B” BEER LICENSE AT 192 S CENTRAL AVENUE: Wallace reviewed application from Center Cinema for a Class “B” Beer License at 192 S Central Avenue. Wallace stated that discussion with the applicants resulted in an agreement that no beer sales would occur before 7 PM, during matinees or movies shown before 7 PM. Wallace also noted that the restriction would not apply to private parties held on site. Wallace makes motion to approve the application from Center Cinema for a Class “B” Beer License at 192 S Central Avenue under the conditions that no beer sales begin before 7 PM or will occur or during matinee showings, and that the restriction does not apply to private parties held at the location, Fruit seconds, motion carried 7 – 0.

CONSIDER APPROVAL OF APPLICATION FOR TRANSFER OF LIQUOR RETAIL LICENSE FOR OCOOCH BOOKS & LIBATIONS FROM 145 W COURT STREET TO 130 S MAIN STREET: Wallace reviewed application for transfer of liquor retail license for Ocooch Books and Libations from 145 W Court Street to 130 S Main Street. Wallace stated the owner Daniel Miller is relocating his store from Court Street to Main Street. Collins noted that Miller is an outstanding advocate for the city’s downtown. Wallace makes motion to approve the application for the transfer of liquor retail license for Ocooch Books & Libations from 145 W Court Street to 130 S Main Street, Collins seconds, motion carried 7 – 0.

CONSIDER APPROVAL OF RESOLUTION FOR THE PURPOSE OF ESTABLISHING A SEPARATE CHEKCING ACCOUNT FOR THE CANINE UNIT WITHIN THE POLICE DEPARTMENT: Chief of Police Billy Jones stated reviewed the Resolution and noted the need for a separate checking account being established for the canine unit within the Police Department. Jones noted that that this account would be used for as the depository for donated funds and for purchases needed to maintain the canine unit going forward. Mayor Coppernoll read the Resolution:

RESOLUTION 2020 - 6

**RESOLUTION BY THE CITY COUNCIL OF THE CITY OF RICHLAND CENTER
ASSIGNMENT OF BANK ACCOUNT FOR CANINE UNIT**

WHEREAS, the public has expressed interest in establishing a canine unit within the Police Department;
WHEREAS, the public has presented the Police Department with donations collected;
WHEREAS, the Police Department requested the Common Council approve of a separate checking account and assign only canine unit donations and expenditures may be deposited or disbursed from this account;

WHEREAS, the Canine Unit Checking Account shall be established in the Clerk/Treasurer's Office with oversight by the Police Department and the Police Commission;

WHEREAS, the Canine Unit Checking Account shall require two signatures on checks issued with one signature from either the Clerk/Treasurer or Deputy Clerk/Treasurer-Administration and the other signature from either the Police Commission President or the Police Chief;

WHEREAS, all donations will be delivered to the Clerk/Treasurer's Office for deposit into the canine unit checking account and recording;

WHEREAS, it is in the best interest of the citizens of the City of Richland Center to establish a separate checking account to collect donations for a canine unit within the Richland Center Police Department;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The canine unit shall be established under the guidelines listed within this resolution.

Clerk Jones noted that the auditors have reviewed and approved the resolution as written. Culver makes motion to pass Resolution 2020-6, Tepley seconds, motion carried 7 – 0.

CONSIDER SUSPENDING THE RULES, WAIVING THE READING AND ENACTING ORDINANCE CHAPTER 300 PUBLIC NUISNACE AND TO REPEAL ORDINACE CHAPTERS 306, 307, 321, AND 385 IN RELATION TO THE ACCUMULATION OF JUNK IN YARDS: City Attorney McGough provided brief of overview of Ordinance 2020-12 and the drafted Notice of Enforcement. Culver noted that the section discussing the carcasses of dead animals was not included in the presented document. Attorney McGough read aloud omitted section 300.03 (1)(g) as follows: Carcasses of deer or other dead animals to be used for human consumption not disposed of after a period of 72 hours or sooner if such carcasses cause a nuisance subject to (c), (d), or otherwise creates an actionable nuisance. McGough stated that he believes Ordinance Chapter 300 is flexible, comprehensive, and gives clear direction. Wallace makes motion to suspend the rules, waive the reading and to enact Ordinance Chapter 300 Public Nuisance, and to repeal Ordinance Chapters 306, 307, 321, and 385 in relation to the accumulation of junk in yards, Culver seconds, motion carried 7 – 0.

UTILITY COMMISSION RECOMMENDATIONS:

CONSIDER APPROVAL OF CONTRACT WITH MSA FOR SCHMITZ AND JARVIS STREET PROJECT FOR 2021 CONSTRUCTION: Collins stated that Jarvis and Schmitz Streets were chosen by the Utilities and Street Departments to be repaired. Collins noted that areas of the streets are narrow, steep, and are burdened with water freezing and causing pipes to burst. Collins also noted that MSA was chosen to assist with the project and that city's share of the expense is \$18,552.00. Collins makes motion to approve contract with MSA for the Schmitz and Jarvis Street project for 2021 construction at a cost of \$18,552.00, Culver seconds, motion carried 7 – 0.

PLAN COMMISSION RECOMMENDATIONS:

CONSIDER APPROVAL OF CONTRACT WITH SOUTHWEST WISCONSIN REGIONAL PLANNING COMMISSION TO COMPLETE COMPREHENSIVE PLANNING AND ECONOMIC DEVELOPMENT WORK FUNDED BY EDA: Collins reported that the City’s comprehensive and master plan need to be updated. Collins noted the cost for Southwest Wisconsin Regional Planning Commission to complete an updated plan is \$12,000.00. Collins stated he would like the City to move forward with smart planning and that the comprehensive and master plans are critical for all members of the community. Collins makes motion to approve contract with Southwest Regional Planning Commission to complete the City’s comprehensive planning documents at a cost of \$12,000.00, Tepley seconds, motion carried 7 – 0.

CONSIDER APPROVAL OF RESOLUTION APPROVING SPECIAL ASSESSMENTS: Clerk Kalish provided brief summary of Resolution. Mayor Coppernoll read Resolution 2020-7:

RESOLUTION 2020-7

RESOLUTION AUTHORIZING THE COLLECTION OF SPEICAL ASSESSMENTS

BE IT RESOLVED, by the Common Council of the City of Richland Center, Richland County, Wisconsin that the City Treasurer will be authorized to collect special assessments that appear in the 2020 tax roll in the same manner as real estate provided by Section 74.03 of Wisconsin Statutes.

Culver makes motion to pass Resolution 2020-7, Walters seconds, motion carried 7 – 0.

CONSIDER APPROVAL OF RESOLUTION APPROVING LIST OF FINANCIAL INSTITUTIONS: Kalish provided brief summary of Resolution. Mayor Coppernoll read Resolution 2020-8:

RESOLUTION 2020-8

RESOLUTION AUTHORIZING PUBLIC DEPOSITORIES

BE IT RESOLVED, that the following banking institutions:

- Richland County Bank..... Richland Center
- Associated Bank..... Richland Center
- Community First Bank..... Richland Center
- The Peoples Community Bank Richland Center
- Westby Cooperative Credit Union..... Richland Center
- Royal Bank.....Richland Center
- State of WI Investment Pool Madison

Qualified as public depositories under Chapter 343 of the Wisconsin Statutes, shall be and are hereby designated, until further action as public depositories for all public money coming into the hands of the Treasurer of the City of Richland Center and City Utilities, Richland County, State of Wisconsin.

Fruit makes motion to pass Resolution 2020-8 and Walters seconds. Walters inquired about Associated Bank being listed and questioned whether or not Royal Bank should be added to the list. Clerk Jones noted that it would be beneficial to add Royal Bank to the list of public depositories. Fruit amends motion to include Royal Bank on the list of public depositories, Walters seconds, motion carried 7-0.

DISCUSSION ON PROGRESS OF FENCING AT JEFFERSON STREET: Fry stated that approximately 120 feet of construction fencing with a green visibility barrier has been placed on Jefferson Street and could be moved if/when needed. Fry noted that a letter was sent to the three residences directly impacted by the construction of the fence and has received mixed reviews from the residents regarding the placement of the fence.

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

PAYMENT OF MONTHLY BILLS: Collins makes motion to approve monthly bills, Cairns seconds, motion carried 7-0.

PUBLIC COMMENTS: No comments.

COUNCIL REPORTS: Walters, Collins, and Culver thanked City Attorney McGough for his hard work and noted he was doing a great job. Fruit inquired about the tree lighting and noted that residents would like to hear Christmas music being played downtown. Wallace reminded all of the upcoming alternate side parking requirements. Mayor Coppernoll thanked all healthcare workers for their service amidst the pandemic and congratulated the RCHS football program on their recent success.

DEPARTMENT AND UTILITY REPORTS: Zoning Administrator Bill McCorkle reminded all that per city ordinance, political signs are to be removed no later than 7 days after the election. McCorkle noted he has not received any complaints at this time. Fry offered tours of the airport for anyone interested in seeing the finished building. Clerk Kalish read aloud the notice of the 2021 Spring Election.

ADJOURN: Motion by Tepley to adjourn at 8:48PM, Walters seconds, motion carried unanimously.

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