

**REGULAR MEETING OF THE COMMON COUNCIL  
April 6, 2021**

The Common Council of the City of Richland Center, Wisconsin, met on Tuesday, April 6, 2021 commencing at 7:30 PM, with Mayor Todd Coppernoll presiding. The meeting was held virtually via WebEx and in person. Alderpersons present: 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 the minutes from the 3-16-2021 meeting and approve the same with no additions or corrections, Tepley seconds, motion carried unanimously.

Culver makes motion to approve agenda with items 8D & 8E removed, Walters seconds, motion carried unanimously.

**MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** None at this time.

**CITY AND UTILITY DEPARTMENT HEAD CONCERNS:** McCorkle reported an updated zoning map will be made available to Council members.

**TREASURER’S REPORT:** The report for March 31, 2021 with the month balance is as follows:

General Fund	808,128.61
State Pool - Account # 1	4,000,212.91
Money Market Tax Acct.	17,751.09
State Pool – Account #2 Long Term Care	576,780.31
State Pool #3 TIF-Panorama Estates	210.30
State Pool - Account # 6 - TIF - 2-5	108,423.05
Revolving Loan Fund- Savings	556,493.67
Revolving Loan Fund – Checking	1,164.57

**Restricted Funds:**

CDBG - Housing RLF	39,147.54
Landfill Care – CD	293,561.14
Landfill Care - CD	298,130.77
Library Checking	494,505.67
Canine Fund	11,328.00
Room Tax	83,673.50
State Pool #5 Renew RC Loan-Affordable Housing	835,888.90
Renew RC Loan Program Checking-Affordable Housing	3,251.67

**Committed Funds:**

State Pool - Account # 4 - Project Carryover	1,966,195.47
--	--------------

**Assigned Funds:**

Cemetery	4,802.14
Parks, Rec & CC Checking	9,747.89

Aquatic Center 265,684.85

**CITY UTILITIES:**

Electric Utility Fund	179,346.70
Electric Unrestricted Funds	81,772.01
Water Utility Fund	93,733.56
Water Utility Unrestricted Funds	60,502.18
Sewer Utility Fund	99,250.74
Sewer Utility Unrestricted Funds	60,291.35

**RESTRICTED FOR PROJECTS:**

Electric	611,583.86
Water	942,044.35
WTP	4,363,502.16

Tepley makes motion to approve the Treasurer’s Report, Fruit seconds, motion carried 8 – 0.

**PUBLIC SAFETY COMMITTEE RECOMMENDATIONS**

**CONSIDER APPROVAL OF ARCADE LICENSE FOR CASH FOR YOUR CUSTOMERS, LLC DBA MODERN SPECIALTY:** Culver reviewed application received. Tepley makes motion approve arcade license for Cash For Your Customers dba Modern Specialty, Fruit seconds, motion carried unanimously.

**FINANCE COMMITTEE RECOMMENDATIONS**

**CONSIDER APPROVAL OF BIDS FOR THE SALE OF THREE LAWN TRACTORS:** Cairns reviewed bids received for three lawn tractors. Cairns makes motion to accept bids of \$6,475.00 for item #1044, \$2,550.00 for item #421, and \$2,025.00 for item #291, Culver seconds, motion carried 7 - 0. Collins commended Cairns for suggesting the use of Wisconsin Surplus and Cairns noted that any of the City’s depreciable assets should be sold through a service like this when and if possible.

**CONSIDER APPROVAL OF RESOLUTION 2021-5 FOR A BUDGET AMENDMENT FOR THE PURCHASE OF A NEW COLD STORAGE SHED:** Cairns reviewed the Resolution 2021-5 and Coppernoll read entire Resolution aloud. Cairns makes motion to approve Resolution 2021-5 amending the 2021 budget in the amount of \$122,475.00 for the purchase of a new cold storage shed, Tepley seconds, motion carried 8 – 0.

**CONSIDER APPROVAL OF BID FOR NEW COLD STORAGE SHED:** Cairns provided brief overview of the bids received. Cairns makes motion to accept bid from Bontrager in the amount of \$115,550.00 and the costs of gravel and excavation work in the amount of \$6,925 for a total of \$122,475.00, Collins seconds, discussion continued. Collins noted that the land the current storage shed is on is the last piece of property owned by the RDA and that the RDA is looking to prep the site for a sale and future development. Glasbrenner states that portions of the land in the Industrial Park were funded by a USEDA grant and that there may be certain restrictions on the use of this land due to USEDA grant money being utilized to complete the construction of the Industrial Park. Glasbrenner noted that he is unsure about which portions of

the Industrial Park may be affected and that he has a call scheduled next week to get more details. Cairns amends motion to approve the bid from Bontrager in the amount of \$115,550 and the costs of gravel and excavation in the amount of \$6,925 for a total of \$122,475 contingent upon the findings of allowable land use in Industrial Park, Collins amends second, motion carried 8 – 0.

**CONSIDER APPROVAL OF BID FOR NEW SHELTER IN DOG PARK:** Removed from agenda.

**CONSIDER APPROVAL TO ADJUST PRICE OF FUEL IN AIRPORT:** Removed from agenda.

**CONSIDER APPROVAL TO PURCHASE DEDICATION PLAQUE IN HONOR OF FORMER MAYOR MICHAEL KAUFMAN TO BE PLACED IN PILOT'S ROOM AT THE AIRPORT:** Tepley noted that former Mayor Michael Kaufman was instrumental in the construction of the new airport. Cairns makes motion to approve purchase of Dedication Plaque from Greeley Signs & Graphics, LLC in the amount of \$464.61 in honor of former Mayor Michael Kaufman to be placed in the Pilot's Room at the airport, Tepley seconds, motion carried 8 – 0.

**CONSIDER SUSPENDING THE RULES, WAIVING THE READING, AND ENACTING AMENDMENT TO ORDINANCE CHAPTER 980.05 RELATED TO THE SCHEDULE OF DEPOSITS FOR USE WITH CITATIONS ISSUED:** McGough reviewed proposed amendments to Ordinance Chapter 980.05. McGough noted amendments were needed to this chapter because the numbering of items changed as a result of the recently adopted public nuisance ordinance, the fees were outdated and with the proposed amendments would follow a deposit schedule approved by the courts, and that everything would be grouped together in one central location. Culver asked if chapter 980.05 was only being amended and McGough confirmed that the proposed changes are amendments only. Culver requested McGough to confirm those that violate any city ordinances are to pay the courts and not the police officers directly. McGough confirmed Culver's statement was correct and that fines should be paid to the courts and not to the police officers. Cairns makes motion to consider suspend the rules, waive the reading, and enact amendment to ordinance chapter 980.05 related to the schedule of deposits for use with citations issued, Walters, seconds, motion carried 8 – 0.

### **PUBLIC WORKS RECOMMENDATIONS**

**CONSIDER APPROVAL TO REPAIR CROSSWALK BETWEEN LOS AMIGOS AND KELLY'S COFFEE ON MAIN STREET:** Nelson noted that the crosswalk between Los Amigos and Kelly's Coffee on Main Street is in disrepair. Nelson also noted that the street will have to be closed once the work begins and that he has already started getting the permits from the state to close the street. Nelson noted that the colored concrete will cost approximately \$2,000, the Street Department can complete the work themselves in approximately three days, and that the sidewalk on Mill Street could also be done at the same time. Culver makes motion to approve the repair of the crosswalk between Los Amigos and Kelly's Coffee and the crosswalk on Mill Street with the City's Street Department completing the work, Collins seconds, motion carried 8 – 0.

**CONSIDER APPROVAL OF A SECOND DRIVEWAY ON FIRST STREET FOR TECH COM INC.:** Nelson noted that Tech Com would like a second driveway off First Street due to the bank's drive-thru lane and to ensure the proper traffic flow in and out of location. Tepley makes motion to approve a second driveway on First Street for TechCom Inc., Culver seconds, motion carried 8 – 0.

**CONSIDER APPROVAL OF SPECIAL AGENCY AGREEMENT BETWEEN THE CITY OF RICHLAND CENTER AND THE BUREAU OF AERONAUTICS TO RECEIVE BLOCK GRANT FUNDING FROM THE CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATION ACT (CRRSAA):** Kalish stated that \$9,000 has been appropriated to the Richland Center Airport as a part of the CRRSAA funding and that the funding could be used towards a variety of things including operational needs and development project opportunities. Kalish noted that the purpose of the special agency agreement is for the administration of the grant. Kalish also noted the process for reimbursement would be similar to that of the CARES Act. Wertz makes motion to approve the special agency agreement between the City of Richland Center and the Bureau of Aeronautics to receive block grant funding from the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA), Walters seconds, motion carried 8 – 0.

**CONSIDER APPROVAL TO DONATE LAND PRIDE UTV AND WATERING SYSTEM TO THE GREATER RICHLAND AREA CHAMBER OF COMMERCE:** Fry reported that the LandPride UTV is no longer needed. Coppernoll noted that the Greater Richland Area Chamber of Commerce (GRACC) would use the UTV and watering system to maintain the hanging flower baskets throughout the City. Collins noted that Judy Shireman spearheaded this project and the main goal of it is to beautify the City. Fry noted the GRACC would maintain the equipment if donated to them and that the City would continue to provide the water to care for the flowers. Collins makes motion to donate the LandPride UTV and watering system to the Greater Richland Area Chamber of Commerce, Tepley seconds, motion carried 8 – 0.

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

**PAYMENT OF MONTHLY BILLS:** Bills reviewed as presented. Cairns makes motion to approve bills as presented, Culver seconds, motion carried 8 – 0.

**PUBLIC COMMENTS:** None.

**COUNCIL REPORTS:** Collins asked Nelson if street overlay projects missed last year will be completed this year. Nelson stated that there will be parking lots seal coated but no reconstructed. Collins noted costs to repair streets should be put in 2022 budget. Coppernoll noted this was Travis Wertz's last meeting as an Alderperson and thanked him for his years of service. Nelson provided updated on possible highway projects being proposed by the Department of Transportation in the upcoming years. Glasbrenner noted the lots on Wedgewood are officially on the market and listed with Century 21 realty. McCorkle noted that once signs are removed from the downtown area, they are not to be put back up. McCorkle noted this is a DOT and not a City regulation.

**DEPARTMENT AND UTILITY REPORTS:** None.

**ADJOURN:** Wertz makes motion to adjourn at 8:25 PM, Collins seconds, motion carried unanimously.

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