

**REGULAR MEETING OF THE COMMON COUNCIL  
May 18, 2021**

The Common Council of the City of Richland Center, Wisconsin, met in person and Webex on Tuesday, May 18, 2021 commencing at 7:30 PM with Mayor Todd Coppernoll presiding. Alderpersons Scotty Wallace, Chelsey Walters, Ryan Cairns, Karin Tepley, Carson Culver, Melony Walters, and John Colins were present. Alderperson Susan Fruit was absent. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

Chelsey Walters motioned to waive the reading and approve the minutes of the May 4, 2021 council meeting as presented. Second by Collins. Motion carried unanimously.

Tepley motioned to approve the agenda with item #9 removed. Second by Melony Walters. Motion carried unanimously.

**MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING:** None

**CITY AND UTILITY DEPARTMENT HEAD CONCERNS:** None

**PLAN COMMISSION RECOMMENDATIONS**

**CONSIDER AND POSSIBLE ACTION ON APPROVAL OF OLD WASTEWATER TREATMENT PLANT SITE FOR CONSTRUCTION OF A COLD STORAGE BUILDING:** The proposed site at the old WWTP was considered after the city learned of restrictions of placing the building in the North Industrial Park. The proposed location for the building at the old WWTP site is on unmoved soil within a fenced area and adjacent to current pavement. Approval for the site has been given by the Plan Commission. City employees will be used to prepare the building site. The contractor (Bontrager) is waiting on state approved plans, after which construction will begin in late summer/early fall. Motion by Wallace to approve the old wastewater treatment plant site for construction of a cold storage building. Collins seconded the motion. Motion carried 7-0.

**CONSIDER AND POSSIBLE APPROVAL OF BIDS FOR THREE CITY-OWNED LOTS IN THE WEDGEWOOD SUBDIVISION IN THE CITY OF RICHLAND CENTER:** Four bids were received for the lots. Realtor Paul Breininger stated that one lot is scheduled for a single-family home, while the two remaining lots will likely be multi-family units. It was noted that due to the current high construction costs, construction on the lots would not likely take place this year. Motion by Collins to accept the bid from Scott & Lisa Behling for 1545 Wedgewood Dr. in the amount of \$24,500, and the bid from Beinborn Rentals, Daniel Beinborn for 1475 & 1525 Wedgewood Dr. in the total amount of \$39,000, with construction of all lots to begin no later than 1.5 years. Tepley seconded the motion. Motion carried 7-0.

**FINANCE COMMITTEE RECOMMENDATIONS**

**DISCUSSION AND POSSIBLE ACTION ON PAYING THE CITY PORTION OF THE SYMONS RECREATION COMPLEX POOL REPLASTERING PROJECT AT AN ESTIMATED COST OF \$25,000:** Symons Recreation Director Tracy Gobin said that he was unaware that the replastering project hadn't been brought to the city to include in the 2021 budget. The county has included funding for the project in its 2021 budget, but moving forward

on the bidding couldn't take place until a commitment from the city was secured. The pool at Symons has never been replastered in its 33 years and Gobin said it is beginning to show signs of wear to the point it could become a safety concern. Cairns noted that the Finance Committee did not make a recommendation because a source of funding in the city hasn't been determined. Motion by Culver to continue the discussion and establish a possible funding source for the Symons replastering project at the June 1, 2021 meeting. Collins seconded the motion. Motion carried unanimously.

**PERSONNEL COMMITTEE RECOMMENDATIONS:**

**CONSIDER AND POSSIBLE ACTION ALLOWING THE PERSONNEL COMMITTEE TO EVALUATE THE POTENTIAL OF A CITY ADMINISTRATOR AND PROVIDE A REPORT/RECOMMENDATION TO THE COUNCIL AT A FUTURE MEETING:**

Collins stated that the Plan Commission had previously went through the process of developing a job description for an administrator. The Personnel Committee has recently been discussing the benefits of an administrator and feel now is the time to determine the best way to proceed. Personnel is seeking the full council's permission to formally continue that process. Motion by Culver to remand the Personnel Committee to evaluate the potential of a city administrator and provide a report/recommendation to the council at a future meeting. Collins seconded the motion. Motion carried 7-0.

**REPORT ON DELINQUENT ACCOUNTS:** Cairns reported that delinquent accounts are being evaluated at each Finance Committee meeting. The process for resolving accounts overdue is continuing to be streamlined using various methods including the State Debt Collection. Attorney McGough noted that he will continue to be involved with the process and will utilize the court system when necessary.

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

**PAYMENT OF MONTHLY BILLS:** Cairns makes motion to pay bills as presented. Melony Walters seconded the motion. Motion carried 7-0.

**PUBLIC COMMENTS:** None

**MAYOR AND ALDERPERSONS – COMMITTEE/COMMISSION/BOARD REPORTS AND COMMENTS:** Alderperson Collins asked Dave Fry if there were any financial resources available to property owners to combat Emerald Ash Borer. Fry said there was nothing he was aware of. Fry also noted that notices have been sent to property owners in the city who have ash trees affected by EAB that are potential hazards. He said that he is helping advise those property owners, but the tree removal is their financial responsibility.

**DEPARTMENTS AND UTILITY REPORTS:** Dave Fry reported that currently the primary focus of his department is getting the cemetery ready prior to Memorial Day. He said he will again ask volunteers to help place flags at veterans' graves on the Thursday before Memorial Day. Fry also noted that the Community & Senior Center is on pace to reopen on June 1<sup>st</sup>. Finally, Fry notified the council that a retaining wall along Veterans Drive is giving way and wants to know who to direct that concern to. Fry was directed to contact the Wisconsin DOT

office and report back. Bill McCorkle reported that crews were preparing to lay pipe as part of the Schmitz Street construction project.

Collins made the motion to move into closed session pursuant to Wis. Stat. sec. 19.85(1)(c) and (e) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to deliberate with respect to specified public business, whenever competitive or bargaining reasons require a closed session, with respect to the Tourism Coordinator position moving from part-time to full time. Second by Tepley. Motion carried unanimously.

**\*\*Closed Session\*\***

Motion by Collins to reconvene into open session to vote on matters discussed in closed session. Tepley seconded the motion. Motion carried unanimously.

Motion by Collins to move the Tourism Coordinator position from part-time to full-time with it 50% funded by the Room Tax account. Tepley seconded the motion. Motion carried 7-0.

**ADJOURN:** Wallace makes motion to adjourn. Collins seconded the motion. Motion carries unanimously at 8:47 PM.

Minutes respectfully submitted by Aaron Joyce, Deputy Clerk/Treasurer