

**REGULAR MEETING OF THE COMMON COUNCIL
June 1, 2021**

The Common Council of the City of Richland Center, Wisconsin, met in person and Webex on Tuesday, June 1, 2021 commencing at 7:30 PM with Mayor Todd Coppernoll presiding. Alderpersons Chelsey Walters, Ryan Cairns, Karin Tepley, Carson Culver, Melony Walters, John Colins, and Scotty Wallace were present. Alderperson Susan Fruit was absent. Mayor Coppernoll ascertained from the Clerk that the meeting was properly noticed.

Collins motioned to waive the reading and approve the minutes of the May 18, 2021 council meeting as presented. Second by Wallace. Motion carried unanimously.

Tepley motioned to approve the agenda as presented. Second by Culver. Motion carried unanimously.

MAYOR AND ALDERPERSONS CONCERNS TO BE DISCUSSED AT A FUTURE MEETING: Tepley requested that agenda items be labeled with a council member who is responsible for that item so potential questions could be directed to those individuals prior to the meeting.

CITY AND UTILITY DEPARTMENT HEAD CONCERNS: None

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

General Fund	346,275.13
State Pool - Account # 1	3,950,280.58
Money Market Tax Acct.	17,753.43
State Pool – Account #2 Long Term Care	576,830.14
State Pool #3 TIF-Panorama Estates	96,932.89
State Pool - Account # 6 - TIF - 2-5	212,300.01
Revolving Loan Fund- Savings	557,374.15
Revolving Loan Fund – Checking	1,164.57

Restricted Funds:

CDBG - Housing RLF	39,622.20
Landfill Care – CD	293,561.14
Landfill Care - CD	298,130.77
Library Checking	422,616.18
Canine Fund	19,487.00
Room Tax	64,975.00
Redevelopment Authority	74,560.77
State Pool #5 Renew RC Loan-Affordable Housing	830,961.04
Renew RC Loan Program Checking-Affordable Housing	4,439.31

Committed Funds:

State Pool - Account # 4 - Project Carryover	1,923,851.66
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Assigned Funds:

Cemetery	4,802.24
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Parks, Rec & CC Checking	9,749.18
Aquatic Center	266,698.60

CITY UTILITIES:

Electric Utility Fund	231,055.73
Electric Unrestricted Funds	81,778.90
Water Utility Fund	211,705.83
Water Utility Unrestricted Funds	60,507.12
Sewer Utility Fund	103,594.42
Sewer Utility Unrestricted Funds	60,350.34

RESTRICTED FOR PROJECTS:

Electric	690,757.89
Water	763,296.13
WTP	3,933,320.77

Wallace motioned to approve the Treasurer’s Report. M. Walters seconded. Motion carried 7–0.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS

CONSIDER APPLICATION FROM SOUTHWEST PARTNERS INC, DBA RICHLAND REJUVENATES FOR A TEMPORARY CLASS “B”/“CLASS B” RETAILER’S LICENSE (PICNIC LICENSE) FOR RC THUNDERFEST ON SATURDAY, JUNE 26TH IN KROUSKOP PARK: Motion by Wallace to approve a Temporary Class “B”/“Class B” Retailer’s License (Picnic License) to Southwest Partners Inc, dba Richland Rejuvenates for RC Thunderfest on Saturday, June 26th in Krouskop Park. Culver seconded the motion. Motion carried unanimously.

CONSIDER APPLICATION FOR A WINE WALK FROM SOUTHWEST PARTNERS, INC, DBA RICHLAND REJUVENATES TO BE HELD AT 19 LOCATIONS ON JUNE 25, 2021 BETWEEN 4:00 PM AND 10:00 PM: Motion by Wallace to approve the wine walk application from Southwest Partners, Inc, dba Richland Rejuvenates to be held at 19 locations on June 25, 2021 between 4:00 PM and 10:00 PM. Chelsey Walters seconded. Motion carried unanimously.

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: It was noted that there is undesignated interest that has accumulated in Pool #4. Motion by Cairns to use undesignated interest in Pool #4 for the Symons Recreation Complex replastering project. Collins seconded the motion. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON WRITING OFF UNPAID PERSONAL PROPERTY TAXES: The city’s auditors advised that the delinquent and uncollectable personal property taxes be written off. Motion by Cairns to write off the 2010-2017 unpaid personal property taxes totaling \$6,132.75 as presented to the council. Tepley seconded the motion. Motion carried 7-0.

CONSIDER AND POSSIBLE ACTION ON APPROVING A DOWN PAYMENT TO BONTRAGER SEAMLESS GUTTERS FOR THE NEW COLD STORAGE BUILDING:

Parks & Grounds Superintendent Dave Fry reported that Bontrager Seamless Gutters can no longer construct the storage building at the price originally bid. Between the time of the initial bid and the city finalizing the building's location at the old wastewater plant, the cost of construction materials increased to where the contractor is requesting an additional \$13,000 for the project. Attorney McGough advised that it is prudent to reach out to the second-lowest bidder to see if that contractor will honor its bid. Culver asked what happens if they are not able to honor their bid either. McGough said the lowest bid at that point should be brought back to the council for reconsideration. Motion by Cairns to contact the second-lowest bidder (Templin) to see if they will honor their bid price for the storage building. Tepley seconded the motion. Motion carried 7-0.

CONSIDER APPROVAL OF AN AMENDMENT TO A CONDITIONAL USE PERMIT GRANTED TO PANORAMA ESTATE, LLC., WHEREBY REWALD, SEBRANEK, & FRAWLEY, LLC SHALL REPLACE PANORAMA ESTATE, LLC AS THE PERMITTED PARTY:

The building located in the Industrial Park North at 45 East Robb Road has been sold. Attorney McGough said the existing conditional use permit needs to be amended to reflect the new owners. He said there is little change except the name and an inapplicable condition (#6: "A maximum of six (6) months for office building construction related trailer parking) being removed. Motion by Collins to amend the conditional use permit originally granted to Panorama Estate, LLC., whereby Rewald, Sebranek, & Frawley, LLC shall replace Panorama Estate, LLC as the permitted party and removing condition #6 of the original permit. Wallace seconded the motion. Motion carried 7-0.

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: Mayor Coppernoll reported that the splash pad is currently open and the aquatic center will open on June 7th. He also stated that meals on wheels in the community is seeking volunteers and the senior meal site is now open, however reservations are needed.

DEPARTMENTS AND UTILITY REPORTS: Police Chief Billy Jones presented Bill Hall with a Community Service Award for his eight years serving as the school crossing guard at Jefferson Elementary.

Collins made the motion to move into closed session pursuant to Wis. Stat. sec. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body for the purpose of hiring a full-time administrative assistant for the Park Department, and for the purpose of hiring a full-time Clerk/Treasurer. It was also noted that no action would be taken regarding these positions

following closed session because of an agenda error. Tepley seconded the motion. Motion carried unanimously at 8:02 PM.

****Closed Session****

ADJOURN: Cairns makes motion to adjourn. Melony Walters seconded the motion. Motion carries unanimously at 9:30 PM.

Minutes respectfully submitted by Aaron Joyce, Deputy Clerk/Treasurer