

AGENDA

CALL TO ORDER:

Meeting called to order at 6:38 PM by Mayor Todd Coppernoll. Alderpersons present, Ryan Cairns, Carson Culver, Karin Tepley, Kevin Melby, Melony Walters, Scotty Wallace, Susan Fruit. Alderperson Tom McCarthy was absent.

APPROVAL OF MINUTES:

Motion by Culver to approve the council minutes of both January 17, 2023 and January 25, 2023. Second by Walters. Motion carried 7-0.

APPROVAL OF AGENDA:

Motion by Melby to approve the agenda with items 11, 12, and 13 moved up in the agenda for the purpose of time consideration of a guest. Second by Fruit. Motion carried 7-0.

PROCLAMATION:

Proclamation Honoring Ron & Beth Fruit. Mayor Coppernoll read the proclamation and presented it to Ron & Beth Fruit. Ron thanked the community and council for their service.

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:

Police Chief Billy Jones expressed thanks to the city council and Jones Chevrolet for their volunteer service that resulted in a \$200 check from the Richland Center Rotary Lights.

MAYOR AND ALDERPERSONS:

Mayor Coppernoll reported that GRACE will have a raffle fundraiser soon. Coppernoll also reported that Southwest Tech is seeking nominees for board members. Those interested in serving a 3-year term can inquire with the college. Applications are due soon.

TREASURER'S REPORT:

3. Treasurer's Report

Motion to approve the Treasurer's Report made by Alderperson Culver, Seconded by Alderperson Wallace. Motion carried 7-0.

PAYMENT OF BILLS:

4. Bills

Motion to pay the bills as presented made by Alderperson Cairns, Seconded by Alderperson Walters. Motion carried 7-0.

ITEMS FOR DISCUSSION AND ACTION:

5. Roadway Classification Changes

It was noted that DOT periodically reviews and modifies functional classes of roadways. Functional classes determine eligibility for state aid and other funding pools. Street Superintendent Terry Nelson said that the city has both gained and lost in the most recent classification. Overall, the DOT seeks continuity for different roadways. Motion by Alderperson Wallace to adopt the change list, functional classification map, and Resolution 2023-01 authorizing a change to the City of Richland Center Roadway Functional Classification. Second by Alderperson Fruit. Motion carried 7-0.

6. Branding & Logo Package

Economic Development Director Jasen Glasbrenner noted that work on this project began with Southwest Wisconsin Regional Planning Commission in late 2021. The project consists of the development of branding for both the City and County with costs covered by a USEDA Grant that the County received in 2021. Motion by Alderperson Culver to authorize the City Administrator to enact the Branding Implementation Plan as presented. Seconded by Alderperson Tepley. Motion carried 7-0.

7. Discussion Regarding Campus Drive Transfer of Ownership

The transfer of ownership of Campus Drive largely deals with the condition of the bridges that enter the property and grant opportunities that exist, but only if the structures are on a city street. The roadway is currently considered a private roadway. There's a potential that 100% of federal funding to replace the bridges if they are a public roadway; however, the grant needs to be applied for by March 24, 2023. County is not eligible for the grant itself.

Only one of two bridges is rated high enough to allow a large truck to cross. A significant amount of engineering would need to take place to replace the bridges. Motion by Alderperson Culver to authorize the mayor to direct potential transfer of ownership of campus drive by February 28, 2023. Second by Cairns. Motion carried 4-3. Voting Yea: Alderperson Cairns, Alderperson Culver, Alderperson Tepley, Alderperson Fruit

Voting Nay: Alderperson Melby, Alderperson Walters, Alderperson Wallace.

8. Symons Rec Operational Deficiency Request

A report was provided to the City from County Administrator Langreck addressing some of the questions posed by the Common Council at their last regular meeting. \$47,611.41 financial impact to the city. It is not a budgeted item in the city's 2023 budget. Symons Recreation Complex Director Tracy Gobin noted that the facility was closed for two months during the pandemic in 2020 and only re-opened at limited capacity. Staff continued at regular capacity. Payout of sick time was paid out at retirement of former director in 2020 that was unbudgeted. County Board was unaware of the deficit until recently. Walters reported that the Natatorium Board will look closer at the budget process in the future to help prevent budget overruns. The report from Administrator Langreck also notes an approximate deficiency of \$31,898.23 for 2022. 50% of that deficiency will be asked of the city in the future. Motion by Alderperson Culver to engage with the county a dialog within 30 days regarding the funding shortfall request and reevaluate the existing agreement regarding the Symons Recreation Complex. Second by Alderperson Melby. Motion carried 7-0.

9. Transition of Economic Development Director Position

City had previously issued the intent to withdraw from the agreement for Economic Development with March 31, 2023 being the end of the required 90 day notice. Administrator Oliphant noted that the future of the Economic Development position with the county is uncertain. She stated that the city has no desire to not work with the county nor have no economic development opportunity available to the county, however discussion with the county and RED Board would need to take place to determine the structure of the department and position. The role within the city would be a department head and continue to work with the Planning Commission and potentially receive services from that position. Mike Breiniger, president of the Richland County Economic Development (RED Board), noted that it took 10 years to get to the creation of the RED Board and continue with economic development. Breiniger said he hoped to have continued discussions before any withdrawal is finalized. County Board Supervisor Shawn Murphy-Lopez said the County Board met last Thursday and he proposed that 3 representatives of each Rules & Resolution Committee of the county board, city council, and RED Board meet regularly on changes to the agreement. County Board Supervisor Bob Frank stated that there is funding from the county for economic development and there should be meetings prior to termination as prescribed by the agreement. RED Board would still like to have conversations going forward that would still maintain the relationship between the three entities. Alan Lins said that the state is considering more money in shared revenue and would like to pause until that is known. Mayor Coppernoll asked how the council feels

about the request to meet and proceed with economic development. Alderperson Walters said she felt that the county did not commit to economic development and the city stepped up to fund and the county wasn't interested in it until now. Motion by Alderperson Culver for the mayor to appoint 3 persons to a mutual meeting of the the city, county, & RED Board to discuss the future of economic development. Seconded by Alderperson Wallace. Motion carried 7-0.

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION:

10. Cropland Lease Renewal

It was noted that the renter desired a 5-year lease of the property. It was noted that current renter Chad Johnson has complied with the terms of the previous leases including timely payment. Aside from allowing a three- or five-year term, the following changes are to be made and incorporated into a lease renewal. At the Airport: prohibit planting of corn or other tall growing crops. At the Industrial Park: land to be excluded from new lease are 1) a portion of 6.5-acre area adjacent to the cemetery; 2) a 9-acre parcel at end of Bowen Circle; 3) 2.45 acres along CTH AA; 4) a 2.75-acre parcel in center of park; 5) a 1-acre parcel north of 2.75-acre parcel in center. Motion by Alderperson Cairns to authorize the City Administrator to negotiate terms and execute a lease renewal with Chad Johnson for the use of cropland at the airport and industrial park. Seconded by Alderperson Tepley. Motion carried 7-0.

11. Stori Field RFQ (Request for Qualifications) Process

The city has been working with Vierbicher on the potential development of Stori Field and a conceptual plan. Work now is for finding a developer for the project. Motion by Alderperson Cairns to authorize spending up to \$5,000 from the Business RLF Fund for the purpose of obtaining additional professional consulting services from Vierbicher, including the completion of an RFQ, and related project costs needed to execute the process. Seconded by Alderperson Tepley. Motion carried 7-0.

12. Secure professional services for Zoning administration

Administrator Oliphant noted that the Zoning Administrator position has remained vacant for many months. Firms were contacted about contracting services for zoning administration. Of the three firms contacted, only Vierbicher was willing to provide code enforcement services and hold regular office hours. This is considered a potentially temporary solution depending on the securing of a zoning administrator. Vierbicher proposed 10 hour per week commitment. Up to \$1,550 per week. Funds would come from budgeted salary of Zoning Administrator. Motion made by Alderperson Cairns to authorize the City Administrator to engage with Vierbicher for the purpose of providing zoning administration services. Seconded by Alderperson Fruit. Motion carried 7-0.

13. Secure Services for Zoning Code Modifications

Oliphant said that the city's current zoning code needs to be modernized. It's difficult to navigate, challenging to reference, and limits one's ability to understand the entirety of its contents reasonably and adequately. The current code is difficult to traverse for both City personnel and the public. Vendors were contacted to provide quotes for a repeal and replacement of the zoning code. Vierbicher offered the service at a significantly lower cost than the three vendors contacted and were willing to expedite the process in a 3-4 month period. Motion by Alderperson Cairns to waive the bidding requirements and authorize the City Administrator to engage with Vierbicher for the purpose of a zoning ordinance review and update at a cost not to exceed \$25,000. Seconded by Alderperson Tepley. Motion carried 7-0.

14. Billboard Lease Proposal

Lamar would like to install a digital billboard on east-facing side. The annual payment would be \$4,500 – up from the current rental fee of \$300. A reduced rate is offered if the city has items it would like to advertise. Motion by Alderperson Cairns to authorize the City Administrator to

negotiate terms and execute a lease agreement with The Lamar Company on tax parcel 276-2812-1000. Seconded by Alderperson Melby. Motion carried 7-0.

15. State Municipal Financial Agreement for Highway 80 DOT Project
Street Superintendent Terry Nelson reported that the Wisconsin DOT will be treating the pavement with a mill and overlay from the Pine River Bridge at North Krouskop Park to County Highway C at Hillsboro. Construction is expected to begin in 2026 and will be funded using state and federal dollars with an exception for “non-participating work” which the city will be responsible for. This includes water and sanitary adjustments (ex. valves & manhole covers). The anticipated cost to the city is expected to be approximately \$10,000. The DOT stated no sidewalk, parking or lighting are being planned as part of this project; however, if the city would like to include any of those items, the DOT must be made aware as soon as possible but no later than December of 2024. If the City is considering a bike path to provide a safe connection from the Allison Park neighborhood to the Industrial Park area, it is important to incorporate that into this project. The DOT has requested the city sign the State/Municipal Financial Agreement acknowledging the city’s obligation for non-participatory work. Alderperson Culver questioned if the city would unknowingly be committing itself to more finances by signing the agreement and requested the city attorney review the document. Motion by Alderperson Walters to authorize the City Administrator to execute the State Municipal Financial Agreement for the State Highway 80 Improvement Project pending legal review by the city attorney. Seconded by Alderperson Cairns. Motion carried 7-0.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:

None. Mayor Coppernoll introduced Steve Downs, who is running for District 4 of the city council.

PUBLIC COMMENT:

Utility Commission president Scott Sawle stated that the Utility Commission is concerned the utility logos are being lost in the rebranding efforts. Bill McCorkle stated that the city is fortunate to have the street crew and Terry Nelson. McCorkle stated that it’s been a long winter and those employees have done good work keeping our streets cleaned.

CLOSED SESSION:

16. Motion by Alderperson Walters to move into Closed Session per Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Seconded by Alderperson Tepley. Motion carried 7-0 at 9:03 PM.

Motion by Alderperson Tepley to reconvene into Open Session. Seconded by Alderperson Walters. Motion carried 7-0. No action was taken on matters discussed in closed session.

ADJOURN:

Motion to adjourn made by Alderperson Wallace. Seconded by Alderperson Melby. Approved 7-0 at 9:52 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk/Treasurer.