



MINUTES OF THE FINANCE COMMITTEE

TUESDAY, APRIL 15, 2025 AT 5:30 PM

COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581

CALL TO ORDER: Meeting was called to order at 5:31 PM. Members present: Ryan Cairns, Karin Tepley, and Melony Walters. Members absent: None.

APPROVAL OF MINUTES: Motion by Alderperson Walters to approve the March 4, 2025 meeting minutes. Seconded by Alderperson Tepley. Motion carried unanimously.

PAYMENT OF BILLS: Motion by Alderperson Walters to approve the April 15, 2025 bills as presented. Seconded by Alderperson Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Clerk Keller reported a successful final election with strong turnout and a streamlined process that reduced staffing needs. The election was recognized for its smooth execution by local media and the County Clerk's office. Financial Officer Molzof reported significant progress on the 2024 financial entries and bank account reconciliations in preparation for the upcoming audit. She also expressed appreciation for the positive collaboration within the office. The Finance Committee will begin reviewing the Treasurer's Report during their meetings prior to Council adoption.

ECONOMIC DEVELOPMENT DIRECTOR'S REPORT: Director Glasbrenner reported progress on multiple projects, including finalizing HUD grant requirements and submitting the Wild Honey Project grant to WEDC. Los Amigos restaurant is aiming for a May 5th opening. The Lamont subdivision is moving forward with annexation and is looking at lot configurations to increase housing density. Glasbrenner also highlighted the newly created Richland Area Employers Discussion Group which focuses on housing and workforce development challenges which include population decline projections of over 30% in Richland County over the next 30–35 years. This demographic issue poses challenges for local industries, necessitating further discussions and potential actions from the Council. A brief discussion was held with NHS regarding the potential purchase of the BMO Bank property.

DISCUSSION AND ACTION ITEMS

3. **Authorization to Purchase Crack Seal:** Director Glasbrenner presented the standard annual request for the procurement of crack sealant for asphalt maintenance. Estimates were obtained from three suppliers: Sherwin Industries, NAC Supplies, and Traffic Safety Warehouse. While one supplier presented a higher-priced elastic product designed for cold climates at \$11,250.00, the Public Works Department recommended proceeding with the historically utilized product, which has demonstrated reliable performance. The total cost for this product will not exceed \$8,200.00, with the possibility of additional discounts. Motion by Alderperson Cairns to recommend to the Common Council the purchase of crack seal for street maintenance at a price not to exceed \$8,200.00. Seconded by Alderperson Walters. Motion carried 3-0.
4. **Request for End Loader Repair:** Director Glasbrenner reported that a 2010 John Deere end loader in the Public Works Department required repairs due to a hose failure affecting the vehicle controller. Brooks Tractor provided a repair estimate of \$3,139.49 following on-site diagnostics. Competitive bidding was deemed impractical due to limited vendors. The Public Works Committee recommended proceeding with repairs, not to exceed \$3,200.00. Motion by Alderperson Cairns to recommend to City Council the approval of the repair of an End Loader within the Street fleet, at a cost not to exceed \$3,200.00. Seconded by Alderperson Tepley. Motion carried 3-0.

5. **Consider Acceptance of a Sunshade Shelter Donation:** Director Glasbrenner presented a proposal to accept a \$12,400 donation from the Rotary Foundation of Richland County for the purchase and installation of a sunshade shelter at the aquatic center splash pad. The design includes white posts, a removable shade canopy to reduce UV exposure, and a concrete pad. The shelter was selected for durability, minimal maintenance, and cohesion with the existing facility. Warranty coverage includes 10 years for the shade and one year for the structure. Motion by Alderperson Cairns to recommend to Common Council approving Resolution 2025-05 accepting the monetary donation from the Rotary Foundation of Richland County for the purchase and installation of a sunshade shelter. Seconded by Alderperson Walters. Motion carried unanimously.

SET NEXT MEETING DATE - Tuesday, May 6th

ADJOURNMENT: Motion by Alderperson Cairns to adjourn. Seconded by Alderperson Walters. Motion carried unanimously at 5:58 PM.