



## MINUTES OF THE COMMON COUNCIL

TUESDAY, FEBRUARY 04, 2025 AT 6:30 PM

[BIT.LY/RCMEETING02-04-2025](https://bit.ly/RCMeeting02-04-2025)

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

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**CALL TO ORDER:** Meeting was called to order by Mayor Coppernoll at 6:31 PM. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Mark Chambers, Kevin Melby, Melany Walters, Steve Downs, and Ryan Cairns. Absent: None.

**APPROVAL OF MINUTES:** Motion by Alderperson Melby to waive the reading and approve the minutes of the January 7, 2025 regular meeting as presented. Seconded by Alderperson Walters. Motion carried unanimously.

**APPROVAL OF AGENDA:** Motion by Alderperson Tepley to approve the agenda. Seconded by Alderperson Chambers. Motion carried unanimously.

### **CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:**

Clerk Amanda Keller reported that tax collection has ended, and any outstanding payments should be directed to the county. An upcoming primary election is scheduled for February 18th, with in-person voting already underway.

Director Jasen Glasbrenner reported on the ongoing collaboration with the Wisconsin Economic Development Corporation related to Community Development Investment grants. Airport planning initiatives are currently in progress in conjunction with the Bureau of Aeronautics. City personnel are navigating through recent program administration changes in the management of HUD grants. Additionally, the Public Works Department is making continued efforts to streamline equipment inventory management and prepare for spring.

Zoning Administrator Matt Williams reported continued work on conditional use permits and records management. He also shared with the warmer weather, there has been an increase in inquiries about permitting requirements.

Utility Manager Scott Gald reported the Utility recently assisted Elroy restore services after a utility pole was damaged, and addressed a water main break. Gald advised that 900 Advanced Metering Infrastructure (AMI) electric meters have been installed, with water AMI deployment starting in March. The Electric Department is also working with the Public Works crews on tree trimming. Gald also shared that the Fire Department remains busy with the dry weather, averaging a call each day.

Library Director Stacy Pilla reported the new furnace is working well. Efforts are underway to promote the "10,000 Books Before Kindergarten" challenge to improve reading and school readiness for young children in Richland County, with ongoing sign-ups encouraging family participation.

Police Chief Billy Jones reported that the Police Department has submitted a speed limit reduction request for Alison Park Drive. He also noted the graduation of Officer Nathan Fogo from FTO and announced a K-9 Bowling Tournament Fundraiser event later in the month.

### **MAYOR AND ALDERPERSONS:**

Alderperson Mark Chambers reported the Parks Board has secured fireworks for Thunderfest, thanks in part to a \$500 donation from Allied Machinery. The Parks & Recreation Department is developing brochures and exploring partnerships with the Phoenix Center and Galaxy State Center. They are also considering Medicare supplement programs for pool pass reimbursement and are seeking seasonal employees for the summer.

**TREASURER'S REPORT:** Motion by Alderperson Tepley to approve the Treasurer's Report as presented. Seconded by Alderperson Melby. Motion carried 8-0.

**PAYMENT OF BILLS:** Motion by Alderperson Cairns to pay the February 4, 2025 bills as presented. Seconded by Alderperson McCarthy. Motion carried 8-0.

## ITEMS FOR DISCUSSION AND ACTION

5. **Request from RCHS's Youth4Change and the Partners for Prevention Coalition to Develop Model Ordinance to Support Tobacco Free Parks:** Representatives from Youth4Change and the Partners for Prevention Coalition presented concerns regarding tobacco use and vaping in parks, noting issues such as littering and the impact of secondhand smoke, providing hand-written notes from peers (Attachment A). The group has been collaborating with the Park Board since 2020 and are now seeking the Common Council to direct the City Attorney to begin drafting an ordinance to designate city parks as tobacco-free. The Public Safety Committee reviewed and supported the request. Betsy Roesler advised that grant funds may be available to cover signage and legal fees. Motion by Alderperson Downs to direct the City Attorney to develop a model ordinance to support tobacco free parks in the City of Richland Center. Second by Alderperson Melby. Motion carried 8-0.
6. **Repeal and Replace Chapter 40 Fixing the Boundaries of the Wards and the Aldermanic Districts of the City:** Clerk Keller reported updates and errors in Chapter 40, which designates the boundaries of wards within the city. After reviewing the necessary corrections with the Wisconsin Department of Administration, Wisconsin Elections Commission, Richland County Clerk, and the City Zoning Administrator, a revised Chapter 40 was drafted to accurately reflect the ward and Aldermanic District designations. Motion by Alderperson McCarthy to adopt the ordinance to repeal and replace Chapter 40 Fixing the Boundaries of the Wards and the Aldermanic Districts of the City. Seconded by Alderperson Chambers. Motion carried unanimously.
7. **Resolution 2025-01 Combining Wards into a Single Reporting Unit:** Clerk Keller noted that recent state redistricting has made separate election returns unnecessary for most elections. The annexation of land into the city has increased the number of wards, complicating the election process. Combining wards into a single reporting unit at the established common polling location ensures consistent reporting while reducing administrative burdens and costs. Motion by Alderperson Walters to adopt Resolution 2025-01 Combining Wards into a Single Reporting Unit for Voting Purposes. Seconded by Alderperson Tepley. Motion carried unanimously.
8. **Poll Workers for the 2025 Elections:** Motion by Alderperson Chambers to approve the provided list of Poll Workers for the 2025 Elections. Seconded by Alderperson Melby. Motion carried unanimously.
9. **Renaming of the Richland Center Landfill:** Motion by Alderperson Downs to rename the Richland Center Landfill. The motion died for lack of a second.

## FINANCE COMMITTEE RECOMMENDATIONS AND ACTION

10. **Sale of Snocrete Loader Mount Snow Blower from Public Works Fleet:** Alderperson Cairns reported that the Public Works Department currently possesses two front-mounted snowblowers, one of which has remained unused for the past five years. Director Glasbrenner has proposed selling this unused snowblower through Wisconsin Surplus, anticipating a value at or above \$10,000. Both the Public Works and Finance Committees have reviewed the proposal and recommend proceeding with the sale. Motion by Alderperson Cairns to approve of the sale of the 1999 Model 942SI - Fair End Loader Snow Blower. Seconded by Alderperson Downs. Motion carried 8-0.
11. **Sale of Virnig Skidsteer Attachment Snowblower from Public Works Fleet:** Alderperson Cairns reported the Public Works and Finance Committees reviewed and recommend the sale of an unused snowblower on Wisconsin Surplus with the anticipated value of \$6,000. Motion by Alderperson Cairns to approve the sale of the 2019 Virnig V50 Model VBWB-25 Loader Mount Snow Blower. Seconded by Alderperson Chambers. Motion carried 8-0.

12. **Purchase of Husqvarna Automower 550 EPOS Robot Mower:** Alderperson Cairns reported on a successful trial of an automower that reduced labor while maintaining daily mowing. If the purchase is approved, the automower would be paid for by utilizing revenue from the sale of city equipment. Motion by Alderperson Cairns to approve the purchase of a new Husqvarna Automower 550 EPOS Robot Mower from a local vendor for approximately \$5,500 using funds from proceeds from the sale of City equipment. Seconded by Alderperson Tepley. Motion carried 8-0.
13. **Landfill Monitoring Services Agreement:** Director Glasbrenner reported that the WDNR requires landfill monitoring twice a year. Mi-Tech, the city's service provider since 2016, provided a quote of \$9,950 for inspections in March and September. After reviewing multiple quotes, discussing with vendors, and consulting the Public Works Committee, Mi-Tech was determined to be the best choice for ongoing monitoring. Motion by Alderperson Cairns to approve the execution of a landfill monitoring agreement with Mi-Tech Services Inc. at a cost of \$9,950.00. Seconded by Alderperson Downs. Motion carried 8-0.
14. **Resolution 2025-2 WEDC Community Development Investment (CDI) Grant for Wild Honey Collective, LLC:** Director Glasbrenner reported that the Wild Honey Collective acquired the former Gables building and is seeking a CDI grant from the Wisconsin Economic Development Corporation. This grant offers a two-to-one match for eligible expenses in distressed areas. The resolution authorizes city staff to finalize the grant application. Business owner Toni McCarvel highlighted her commitment to health and wellness, aiming to provide healthy food options to the community. Motion by Alderperson Cairns to adopt Resolution No. 2025-02 Authorizing the Submission of an Application for a Wisconsin Economic Development Investment Grant for the Development of Wild Honey Juicery & Café by Wild Honey Collective, LLC at 212 N Main St, Richland Center, WI 53581. Seconded by Alderperson Downs. Motion carried 8-0.
15. **Waste Management Fees:** Clerk Keller reported that the current contract with Town & Country Sanitation is in its fifth and final year, with rates increasing by 3% annually, though fees have remained unchanged since 2014. A review of the past two years of revenue and expenses determined that fee adjustments are necessary to cover the cost of sanitation services for city residents. Clerk Keller recommended the following adjustments: starting March 1, 2025, the monthly Garbage and Recycling fee charged through Utilities will increase from \$12 to \$14. Additionally, landfill fees will rise from \$105 per ton to \$115 per ton, with the minimum fee increasing from \$10 to \$15. Motion by Alderperson Cairns to adopt Resolution 2025-03 Increasing the Fees for Garbage and Trash Removal from Residential Properties and for Acceptance of Waste Materials at the City Waste Disposal Site. Seconded by Alderperson Walters. Motion carried 8-0.

#### **PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION**

16. **Class C Wine License for AD German Warehouse:** Motion by Alderperson Melby to approve a Class C Wine License for AD German Warehouse. Seconded by Alderperson Downs. Motion carried unanimously.
17. **Temporary Class B Retailer License for Richland County Performing Arts Council for Front Porch Comedy Show with Jeremy Nunes on February 15, 2025 at 182 N Central Avenue:** Motion by Alderperson Melby to approve a Temporary Class B Retailer License for Richland County Performing Arts Council for Front Porch Comedy Show with Jeremy Nunes on February 15, 2025 at 182 N Central Avenue. Seconded by Alderperson Chambers. Motion carried unanimously.

#### **PUBLIC WORKS COMMITTEE RECOMMENDATIONS AND ACTION**

18. **City Management of Veterans Memorial at City Hall:** Leonard Frye shared the history of the Veterans Memorial in Richland Center, which is managed by an executive board on city-owned land. The Public Works Committee reviewed the transfer of management of the Richland County Veterans Honor Roll to the city following the board's dissolution and consulted with Attorney Windle. Once the transfer is completed the city will receive approximately \$31,000 for maintenance and assume full management

responsibilities, including ongoing costs and repairs. Motion by Alderperson Melby to approve assuming full management responsibility of the Veteran's Memorial upon the formal dissolution of the RCVHR and transference of funds. Seconded by Alderperson Downs. Motion carried 8-0.

#### **PARK BOARD RECOMMENDATIONS AND ACTION**

19. **Chrome Fireworks and Displays LLC Contract:** Alderperson Mark Chambers reported that the Park Board selected Chrome Fireworks Displays, LLC for the ThunderFest event on June 28, 2025, at a total cost of \$17,000 which includes a \$7,500 down payment to secure the date. Funding will come from the Community Center Fireworks Budget and a \$500 donation from Allied Machinery. The Finance Committee recommends approving the 2025 contract with Chrome Fireworks, LLC. Motion by Alderperson Chambers to approve the 2025 Contract with Chrome Fireworks and Displays, LLC., approve the Permit to Possess and Display Fireworks, and to pay the \$7,500.00 down payment to secure the show date. Seconded by Alderperson McCarthy. Motion carried 8-0.

#### **PLANNING COMMISSION RECOMMENDATIONS AND ACTION**

20. **Application of Bindl Tire & Auto for a Conditional Use Permit to Allow an Auto Repair Garage or Facility at 243 E Court St (Tax Parcel ID 276-2100-0930):** Zoning Administrator Matt Williams reported Bindl Tire & Auto has operated within the city for many years however their Conditional Use Permit expired in 2021. Notification was made to the business owner and although steps have been made to come into compliance the necessary requirements have not been met. Concerns were made if the application was approved conditionally, and the business still does not come into compliance the business would incur additional daily violation costs. Motion by Alderperson Tepley to postpone approval of the application of Bindl Tire and Auto for a conditional use permit to allow an auto repair garage at 243 E. Court St (Tax Parcel ID 276-2100-0930) until the following Council Meeting. Seconded by Alderperson Downs. Motion carried 8-0.
21. **Application of Guru Ramdas Shaa LLC for a Conditional Use Permit to Allow an Auto Repair Garage or Facility at 789 Sextonville Rd (Tax Parcel ID 276-2100-7581):** Zoning Administrator Williams reported Shamrock Services began operating in a previously vacant location without obtaining a Conditional Use Permit. The owner filed an application when contacted and has come into compliance with requirements. Concerns were raised that outdoor automotive work may lead to parking violations. Motion by Alderperson Chambers to approve the application of Guru Ramdas Shaa LLC for a conditional use permit to allow an auto repair garage at 789 Sextonville Rd (Tax Parcel ID 276-2100-7581) with conditions as presented. The motion died for lack of a second.

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

**PUBLIC COMMENT:** None

#### **CLOSED SESSION**

22. **Closed Session for the purpose of discussing Financial Officer & Public Investment of Funds.** Motion by Alderperson Chambers to enter Closed Session. Seconded by Alderperson Melby. Motion carried unanimously at 8:22 PM.

**\*\*CLOSED SESSION\*\***

23. **Reconvene in open session.** Motion by Alderperson Chambers to reconvene into open session. Seconded by Alderperson Downs. Motion carried unanimously at 11:01 PM.

Motion by Alderperson Downs to extend offer position of Chief Financial Officer to candidate #1 for \$100,000. Seconded by Alderperson Walters. Motion carried 8-0.

**ADJOURNMENT:** Motion by Alderperson Chambers to adjourn. Seconded by Alderperson Downs. Motion carried unanimously at 11:03 PM.

## ATTACHMENT A

UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I personally don't vape but, I do have friends that do including one of my closest friends who I stopped hanging out with until they quit. I mostly was for them to stop because it had gotten bad and ended up hurting me as well considering I had to stop seeing someone I used to see everyday.

MY AGE: 16



UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

It impacted my life because my mom chose them over me.

MY AGE: 16



UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

- It can reduce the time I have on earth.
- People around me that vape peer pressure me and try getting me into it.

MY AGE: 14



UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

One of my old friends was addicted to vapes, she developed lung cancer and hasn't recovered from it, there's a low chance she will.

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

Nicotine hasn't affected me but family. I have seen many times in my community, members smoking in public areas around children. Personally I understand the effects and wish these devices weren't used around children at all! Even if you do it others shouldn't be effected by your choices.

MY AGE:

17



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My mom smokes and I wish that she didn't, because it is unhealthy.

MY AGE: 17



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

vaping and nicotine have impacted my life by my mom and dad and seeing others especially around my age it affects me a bit because I just think it's a disgusting habit and I hate being around anyone that smokes/vapes and has other addictions it just makes me feel gross and feel a bit bad that that person is dealing with that so it affects me kind of a lot.

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My mom has been smoking for a long time and has quit only a few couple months now. I am proud of her, but she switched to vaping instead which I can't say is really better. I'm mostly worried about how the second hand smoke has affected me over the years. I personally think that vaping is still just as bad as smoking though.

MY AGE: 13





## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My dad has been addicted to nicotine my whole life. He has been absent for over half of my life because of his addiction.

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I almost lost my brother because he vaped so bad. We were in the hospital for 4 months.

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I grew up in what really was the first "era" of vaping where obtaining the Mango or Mint Juul Pods was the elite thing for hitting your Juul/ vaping device. I remember seeing countless friends fall into this bad habit with the motto "I can quit whenever I want" fast forward to today many of these same people still use but have a different ~~the~~ realizing how they've waste their money, time an health for no benefit habit.

MY AGE: 25



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I was addicted to nicotine for a little bit but then started seeing changes in my health so I quit

MY AGE: 16



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

Well my friends go into  
vaping. It turned them  
more distended, uncaring, and  
mean. It destroyed our  
friendships and their  
health.

MY AGE:



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

It just makes me worry because I don't  
want to lose my family members because they  
smoke or vape.

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My grandpa used to vape, but he's  
stopped because he wanted me to  
look forward to him so he didn't want  
me to vape.

MY AGE:



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My friends tried to get me  
to vape.

MY AGE: 13





## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

Vaping and nicotine has impacted my life from the people around me. I think nicotine is one of the grossest things ever. Even though I'm around people who vape all of the time I don't think I'll ever vape at least I hope not. It's really impacted my life from my mom and dad.

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

Vaping has made an impact on my sports and health. I quit but I wished I never started it. I crave it ~~but~~ but I don't do it any more.

Don't start.

MY AGE:



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My friends and boyfriend rely on vaping for emotional regulation, ~~but~~ rather than facing their feelings and processing them.

MY AGE: sixteen



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

It ruined my perspective on life, having a vape used to depend on my mind & the day. Nicotine is also proven to be a stronger drug to quit than heroin or crack. I quit vapes 5 months ago now and had been doing it since I was 13. I am now 15, here's a friend I don't surround yourself with the wrong group. Vaping is awful for you, it doesn't matter your age, you can have a lung collapse from this...

MY AGE: 15



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My 8<sup>th</sup> Grade year, All of my friends decided to vape and do bad things, they were not positive influences on me. I had never been bad at school until they had me try vapes which got me suspended for 3 days. I also learned it can make you have a bad mood.

MY AGE:



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I have a friend who is addicted to nicotine. Whenever she doesn't have anything, she gets very moody and complains about headaches.

MY AGE: 14



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My teammates couldn't play when we needed them because they were caught vaping.

MY AGE: 16



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I have not personally been affected by vaping or nicotine, but I was kayaking one time and passed this group of people who were comforting a lady who started crying because her vape fell in the river.

MY AGE:



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

I have vaped, smoked, zyns chew.  
I quit that stuff  
2 years ago

MY AGE: 14



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

If I've found that vaping, e-cigs,  
cigarettes, and just nicotine in  
general, are all affecting ~~drugs~~  
drugs that should not be used.  
Addictive may be bad, but  
withdrawals can be worse, I  
know people who say it's like  
"Calm break" or "break" They  
think it's calming them, but  
it makes them irritable and  
easily mood affected  
it's hard to keep  
a healthy relationship  
with them due  
to that

MY AGE: 13



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My aunt started smoking  
when she was young. She dated  
guys who got out of  
jail and had kids with  
everyone separately (3 kids). When  
she had my baby cousin  
(3 yrs old) the guy she was  
dating at the time was  
into drugs and got her  
hooked. I heard that from  
my grandma and grandpa so she  
also <sup>miss</sup> her (my  
aunt)

MY AGE:



## UNFILTERED:

### HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My Parents were both smoking  
but me and my sister convinced them  
to stop, they say after they stopped  
they feel better about themselves  
and it will always be the right  
decision. My friends also vape and I  
see that it just become a bad  
habit and they ~~can't~~ can't really  
enjoy it.

MY AGE: 16



# UNFILTERED:

## HOW HAVE VAPING AND NICOTINE IMPACTED YOUR LIFE?

My dad, mom, and grandma do it, and there habits have passed down to half the younger ones in my family. I'm afraid that I will be curious and try for myself. Half my family I feel will get cancer, and i'm scared for that day to come.

**MY AGE:** 14 years old.

