

**AGENDA**

**CALL TO ORDER:** Mayor Coppernoll called the meeting to order at 6:33 PM. Members present were Connie Hoppenjan, Karin Tepley, Tom McCarthy, Mark Chambers, Melony Walters, Kevin Melby, Steve Downs, and Ryan Cairns.

**CLOSED SESSION**

1. Motion by Walters to enter into closed session pursuant to Wis. Stat, Sec 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The purpose is to discuss ongoing litigation and confer with legal counsel. Seconded by Downs. Motion carried 8-0 at 6:35 PM.
2. Motion by Tepley reconvene into open session pursuant to Wisconsin Stat, Sec 19.85(2) to discuss and/or vote on matters discussed during closed session. Seconded by Hoppenjan. Motion carried 8-0 at 6:47 PM.

**INFORMATIONAL PRESENTATION - RICHLAND COUNTY AMBULANCE SERVICE**

3. **Richland County Ambulance Presentation:** Amber Burch, Interim Director of the Richland County Ambulance Service, presented. Currently in the process of what the service director looks like. Brian McGraw is Joint Ambulance Committee Chair. Sharon Schmitz serves as the city's citizen representative on the committee along with Tom McCarthy the Council representative. Richland County Ambulance Service began in 1952 and the Joint Ambulance Committee began in 2015. MOU's exist with each municipality it serves. Fees go into a segregated fund. Staff consists of volunteers paid on call and full-time staff members. 15% of calls is taken by the back-up rig. There were a total of 1,228 calls in 2023. Averaging about 1,150 calls per year. Aging population affects the call volume. Average 80 transfers approximately per year. City of Richland Center 4-year call average is 677 per year. Annual total \$115,090. City has had a dramatic increase in the number of calls. Budget of Ambulance service is based on the municipality payments. There was a \$257,000 balance at the end of the last year, which is a benefit in case there is a sudden cost to replace an ambulance or repair building. Was able to stay in the black because of the segregated account and being budget conscious. Staffing is the highest priority of the department and recently wrote a grant to assist with staffing. Emergency Services Building is new for the service. Being fiscally responsible with the upgrades to the facility by doing much of the work themselves. Covid had an effect on the service - got PPE for the community, vaccine administration, volunteer testing. Several goals and priorities: staffing, representation (feedback from the communities), replace the 2003 ambulance, planning for financial needs, strengthening relationship with the hospital, working toward paramedic level service.

**INFORMATIONAL PRESENTATION - RICHLAND CENTER TRANSIT**

Amanda Running represented Richland Center Transit. She discussed the 2022 vs 2023 ridership and revenue. Trips in 2022: 23,533 vs 23,096 through November 2023. Monthly trips around 1800-2000. Running noted that the city is only billed for the hours drivers are on the road. In 2022 those hours were 7,461 and through November 2023 the hours were 6,634. She said the drop in the

number of hours is due to staffing issues. Operate shared ride transit in 32 communities in the state. Currently about a full-time position short. Apply at the Running website. 10,213 budgeted hours. Revenue was \$102,944 in 2022. 2023 was close to 2022 already through November. She said there were more rides in 2023 than 2022.

**APPROVAL OF MINUTES:** Motion by Chambers to approve the December 5, 2023 Council minutes as presented. Seconded by Hoppenjan. Motion carried 8-0.

**APPROVAL OF AGENDA:** Motion by Tepley to approve the current January 2<sup>nd</sup> agenda, with items #12 and #13 removed. Seconded by Melby. Motion carried 8-0.

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

6. Economic Development Director Jasen Glasbrenner provided an update. He noted that the EPA study is complete and the Plan Commission will review it at the January 10<sup>th</sup> meeting.

**MAYOR AND ALDERPERSONS:** Tepley said that the Library Board has contracted with TC Networks for security cameras. Tepley also said the library is in the process of hiring a Program Coordinator. Mayor Coppernoll announced that the family of Jeanette Brewer gave a memorial donation to the Woodman Senior Center in the amount of \$725.

**TREASURER'S REPORT:**

7. **Treasurer's Report 12/31/2023**

Motion made by Tepley to approve the Treasurer's Report as presented. Seconded by McCarthy. Motion carried 8-0.

**PAYMENT OF BILLS:**

8. **Bills 01/02/2023**

Motion made by Walters to pay the January 2, 2024 Council Bills as presented. Seconded by Melby. Motion carried 8-0.

**ITEMS FOR DISCUSSION AND ACTION:**

9. **Consider Ordinance 2024-01 Annexing Parcels 022-2634-1000, 022-2634-1100, and 022-2643-2000**

The property in question is owned by the Richland Hospital, which purchased land on the east side of the city. It's commonly known as the Koch Tractor property. Glasbrenner noted that the Zoning Administrator has outlined the request thoroughly. The hospital wants to move forward with this land regardless if they are ready to move forward with their building project at this time. Motion by Downs to suspend the rules, waive the reading, and approve Ordinance 2024-01 annexing parcels 022-2634-1000, 022-2634-1100, and 022-2643-2000 as described in the Zoning Administrator's materials and CSM. Seconded by Melby. Motion carried 8-0.

10. **Consider Approval of a City Donation Policy**

Atty Windle sent the updated policy that includes the tiered system. Also includes some background on the policy. City does currently have a donation policy, but it is short on detail and process. Outlines how donations are recognized and reported. Would make clear to the giver that the donation becomes the property of the city and it's the city's prerogative on how it uses the contribution. Motion by Tepley to postpone this item to the next

meeting. Seconded by Hoppenjan. Motion carried 8-0.

**11. Consider Securing Auditing Services with Johnson Block & Company for the Year Ending December 31, 2023**

It was noted that the city has utilized the services of Johnson Block for many years and it has been a positive relationship. Motion by Hoppenjan to engage with Johnson Block to provide audit services for the city for the year ending December 31, 2023. Seconded by Downs. Motion carried 8-0.

**APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:**

Mayor Coppernoll recommended the appointment of Terry Testolin to the Housing Authority, who will be replacing Mary Killoy. Motion by Melby to approve Terry Testolin to the Housing Authority. Seconded by Downs. Motion carried 8-0.

**PUBLIC COMMENT:** None

**ADJOURN:** Motion by Tepley to adjourn. Seconded by Downs. Motion carried 8-0 at 8:08 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk.