

**CALL TO ORDER:** Meeting called to order by Mayor Coppernoll at 6:30 PM. Alderpersons present: Susan Fruit, Karin Tepley, Tom McCarthy, Carson Culver, Melony Walters, Kevin Melby, Scotty Wallace, and Ryan Cairns.

**APPROVAL OF MINUTES:** Motion by Alderperson Wallace to approve the Council minutes of March 7, 2023 as presented. Seconded by Walters. Motion carried 8-0.

**APPROVAL OF AGENDA:**

Motion made by Alderperson Culver to approve the agenda with items #13, #14 and #19 removed. Seconded by Tepley. Motion carried 8-0.

**CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:** Mark Steward of Vierbicher & Associates was introduced as the contracted Zoning Administrator for the City of Richland Center. Dave Fry reported that the security cameras in the parks, community center, and aquatic center have been installed and are working well. Clerk/Treasurer Aaron Joyce reported that the General Election is going well today. Joyce also noted that the City Clerk's office is where residents can obtain dog licenses - \$3 for spade/neutered dogs and \$8 for non-fixed animals. Administrator Oliphant requested that Council members turn in their electronic devices that will be upgraded. She also noted an open house regarding the Stori Field development will take place on April 20<sup>th</sup>. Finally, Oliphant reported that the city is currently seeking applications for a Public Works Director.

**MAYOR AND ALDERPERSONS:** Alderperson Tepley would like to invite Partners for Prevention to present at an upcoming Council meeting. Alderperson Culver questioned how the Council's reorganization meeting would take place.

**TREASURER'S REPORT:**

2. Motion by Alderperson Wallace to approve the Treasurer's Report as presented. Seconded by Alderperson Fruit. Motion carried 8-0.

**PAYMENT OF BILLS:**

3. Motion by Alderperson Tepley to pay the bills as presented. Seconded by Walters. Motion carried 8-0.

**ITEMS FOR DISCUSSION AND ACTION:**

4. Public Hearing on conditional use permit to allow for the operation of an electric motor repair shop on tax parcel 022-2744-1100, located 26788 County Highway O in the Extraterritorial Zone: Mayor Coppernoll reported that this item was reviewed and approved at the Planning Commission meeting. John Fjelsted of Jed's Electric Motors reported that he is the owner of the business and is looking to move his shop to the location in question. Mayor Coppernoll requested comments three times. No additional comments were made. Motion by Culver to close the Public Hearing. Second by Melby. Motion carried 8-0.

5. Consider approval of conditional use permit to allow for the operation of an electric motor repair shop on tax parcel 022-2744-1100, located 26788 County Highway O in the Extraterritorial Zone: Zoning Administrator Mark Steward reported that there are no concerns with the proposal. It met the goals of the comprehensive plan. A series of conditions were listed for the project, including reasonable access to roads & highways, no transfer of the permit upon sale of the property or business, property owner must obtain a sanitary permit from the county, and no filling of the areas of the flood plain on the project, among others. Motion made by Alderperson Culver to approve the conditional use permit to allow for the operation of an electric motor repair shop on tax parcel 022-2744-1100, located at 26788 County Highway O in the Extraterritorial Zone, and that all applicable permits are obtained by the landowner and all conditions are adhered to as outlined by the Zoning Board. Seconded by Wallace. Motion carried 8-0.
6. Consider approval of application from La Fritanga LLC, Marlon Lacayo agent, for a Class B Beer and Class B Liquor license at 1450 Veterans Drive: The current liquor license holder for that location is surrendering their license to allow for the new business to obtain one of the non-reserve liquor licenses available from the city. Motion made by Alderperson Melby to approve the Class B Beer and Class B Liquor License to La Fritanga LLC, Marlon Lacayo agent. Seconded by Tepley. Motion carried 8-0.
- 7-10. Picnic Licenses - Greater Richland Area Chamber 6/17/23, 7/21/23, 8/18/23, and 9/15/23: Motion by Alderperson Melby to approve the Class B Picnic License applications from the Greater Richland Area Chamber of Commerce for June 17, July 21, August 18, and September 15. Seconded by Alderperson Walters. Motion carried 8-0.
11. Submission of Notice of Withdrawal from Structural Document related to Economic Development: Following the submission of a Notice of Intent to Withdraw, members of the County Board of Supervisors, RED Board, and Common Council met jointly to negotiate potential amendments to the Structural Document or other options for continued collaboration. After a 90-day period from the date a Notice of Intent to Withdraw was submitted, the City may choose to submit a final Notice of Withdrawal. If submitted, the Structural Document establishing the RED Board would no longer be in effect and the Economic Development Director may assume full City employment. The city's action at this meeting would finalize the withdrawal from the agreement. Mayor Coppernoll read the proposed Resolution 2023-02 - Resolution by the Common Council of the City of Richland Center Authorizing the Submission of a Notice of Withdrawal from the Structural Document. RED Board Chair Mike Breininger stated that this move is an ending of a collaboration between the city, county, and RED Board. This action would effectively end the RED Board and he is concerned that the economic development efforts would fall into institutional processing. Breininger also wished the city well in its future economic development efforts. Motion made by Alderperson Walters to adopt Resolution 2023-02 - Resolution by the Common Council of the City of Richland Center Authorizing the Submission of a Notice of Withdrawal from the Structural Document. Seconded by Alderperson Fruit. Motion carried 8-0.
12. Transfer of employer of record for Economic Development Director position: Administrator Oliphant reported that she and the Richland County administrator met about the transition and she outlined some of the items of the transition plan including employee benefits, equipment, etc. The transfer of employer of record was recommended by the Personnel &

Insurance Committee. The Economic Development Director position would effectively be a city position on April 5, 2023. Motion by Alderperson Tepley to approve transitioning the employer of record for the Economic Development Director from Richland County to the City of Richland Center, waiving a formal hiring process for the transition of the position, and implementing the transition plan. Seconded by Walters. Motion carried 8-0.

15. Ordinance Amendment to Chapter 101.25(8a) of the Code of Ordinances Relating to the Operation of Bicycles on Public Sidewalks in the City: Alderperson Tepley noted that this action would remove the portion of Jefferson Street between Mill Street and Seminary Street from the areas where bicycle riding on sidewalks is prohibited. Motion made by Alderperson Tepley to suspend the rules, waive the reading, and adopt the Ordinance 2023-01 Amending Chapter 101.25(8a) of the Code of Ordinances Relating to the Operation of Bicycles on Public Sidewalks in the City. Seconded by Melby. Motion carried 8-0.

**FINANCE COMMITTEE RECOMMENDATIONS AND ACTION: (CAIRNS)**

16. Street Department Salt Purchase: It was noted that this is an annual purchase through the county. This year's price is \$109 per ton plus 4.39% admin fee. Superintendent Terry Nelson noted he wanted to purchase 280 tons. The Public Works Committee would like to have continued discussion with the county regarding admin fees. The cost of the salt is \$30,520 with an admin fee of \$1,339.82. The total cost is \$31,859.82. There is \$40,000 in the Street Department's budget for the purchase. Motion made by Alderperson Cairns to purchase salt from the Richland County Highway Department at the total cost of \$31,859.82. Seconded by Fruit. Motion carried 8-0.
17. Purchase of New Weed Eaters for Parks Department: Building & Grounds Superintendent Dave Fry stated that he hoped to replace current weed eaters that are 10-15 years old and nearing the end of their useful life. Three quotes were received to purchase eight new weed eaters of various brands and models ranging from \$3,200 to \$4,671. \$7,500 was included in the 2023 Parks Outlay budget. The outgoing weed eaters will be sold on Wisconsin Surplus. Motion by Cairns to approve the purchase of 8 weed eaters from Walsh's Ace Hardware in the amount of \$3,391.94. Second by Walters. Motion carried 8-0.
18. Funding Request from "Walk Your Wheels": Alderperson Tepley noted that she's been working with a group on a program to encourage people to walk their bikes in certain areas of downtown. Funds are being requested for a media campaign promoting the safe route through town. A graphic would be put on posters throughout downtown. Promo materials would be put in Park & Rec guide and Brewer Library materials. Motion by Alderperson Cairns to fund the design/graphic work by Rogers Create in the amount of \$300 and printing from Shopping News/X-Press Printing in the amount of \$241.83, or a total \$541.83 from the Economic Development 2023 budget. Seconded by Melby. Motion carried 8-0.

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

**PUBLIC COMMENT:** Rod Perry commended the city Building & Grounds Department regarding a tree being cut on his property. He said they did the project swiftly and did an excellent job.

**ADJOURN:** Motion to adjourn made by Alderperson Tepley. Seconded by Walters. Motion carried 8-0 at 7:38 PM.

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