



MINUTES OF THE GENERAL GOVERNMENT

COMMITTEE

THURSDAY, MAY 28, 2026 AT 12:00 PM

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

CALL TO ORDER: Administrator Oliphant called the meeting to order at 12:00PM. A quorum was present. Oliphant affirmed proper notice. Members present: Ryan Cairns, Melony Walters, and Rachel Schultz. Members absent: none.

NOMINATE AND ELECT CHAIR: Oliphant opened nominations for Chair. Walters nominated Cairns. No other nominations were made. *Motion by Schultz, second by Walters to close nominations and cast a unanimous ballot for Cairns. Motion carried unanimously.*

PAYMENT OF BILLS: *Motion by Cairns, second by Walters, to approve the bills as presented. Motion carried unanimously.*

BUDGET vs ACTUAL REVIEW: The Committee reviewed the year-to-date budget summary and line-item detail. No areas of concern were identified.

DEPARTMENT REPORTS: No reports were presented due to time constraints.

CONTRACTS, AGREEMENTS, LEASES

- **Annual Renewal of Digital Billboard Advertising Contract with Lamar:** Oliphant shared that the City has held this contract since 2023 at a discounted rate of \$500 per flight (\$6,500 per year). The billboard is used by City departments and Greater Richland Tourism to promote job openings, programs, and events, as well as other governmental advertising. The annual financial impact is \$6,500, accounted for in the adopted budget. Oliphant recommended renewal of the City's digital billboard advertising contract with Lamar.

Motion by Cairns, second by Schultz, to recommend that Council authorize the City Administrator to execute a one-year contract with Lamar for advertising services on the digital billboard. Motion carried 3-0.

- **291 N. Jefferson Development Agreement — Performance Standards & Enforcement:** The Committee discussed the Developer Agreement between the City and ENS Development, LLC for the property at 291 N. Jefferson Street (Block 4, Lot 2), dated March 15, 2024, including the construction performance standards, time-of-performance deadlines, and the \$10,000 performance deposit securing the Developer's obligations. The Committee directed staff to maintain communication with the Developer to ensure continued alignment with and commitment to the project. The matter is to be discussed further at the next meeting.

Motion by Cairns, second by Walters, to defer assessment of the \$500/month penalty and direct staff to continue monitoring progress. Motion carried unanimously.

- **Advanced Pump and Well Solutions, Inc Lease Renewal:** Oliphant shared that the City purchased the property from the Fergusons in 2024 and has maintained a lease allowing the company to continue occupying and operating the building pending development. The lease was structured as one year with one automatic renewal, terminable on 60 days' notice; both terms have now been exhausted, and a new lease must be executed on or before June 30. With no imminent development planned for the site, staff recommended executing a new lease. The current rental rate is \$1,000 per month (\$12,000 per year), subject to change under a new agreement.

Motion by Cairns, second by Walters, to authorize the City Administrator to negotiate a new lease agreement with Advanced Pump & Well Solutions, Inc. under substantially similar terms and conditions, subject to final approval by the Common Council. Motion carried unanimously.

- **Cobblestone Hotel Pre-Development Agreement - Status Update and Direction:** The Committee reviewed the status of the Pre-Development Agreement with Cobblestone Hotel Development, LLC, noting that the deadlines to secure investors and to commence construction were imminent and expected to be missed. Mayor Tepley provided a project status update, reporting that one new investor has been identified today and several others are currently exploring the opportunity. Following discussion, the Committee directed the Mayor and the Economic Development Director to contact Cobblestone Hotel Development, LLC. They are to ascertain whether any existing investor groups that have previously completed Cobblestone projects might be interested in this development, rather than focusing exclusively on local recruitment.

Motion by Schultz, second by Cairns, to recommend that the Common Council amend the Pre-Development agreement with Cobblestone Hotels to extend both the securing of investors deadline and the construction commencement deadline by six (6) months, and to direct the Mayor and Economic Development Director to continue active discussions on the hotel project. Motion carried.

- **Potential Amendments to the IGA with Richland County for the Operation of the Symons Recreation Complex:** No action. To be discussed at the next meeting.
- **Bids for Cropland Lease:** Oliphant reported that the recent cropland lease solicitation yielded three bids from two bidders, with proposals including a low per-acre rate for a multi-year term and a higher per-acre rate with a short or multi-year term; however, a review of the higher offer noted an outstanding account balance with the City from a prior lease. To maximize competitive bidding, the consensus was to reject the current bids and repost the solicitation in the fall, better aligning with the typical cycle for executing upcoming calendar-year agricultural leases.

Motion by Schultz, second by Cairns, to reject all current cropland lease bids and direct staff to repost the solicitation in the fall. Motion carried.

COLLECTIVE BARGAINING

- **Select Collective Bargaining Team:** Administrator Oliphant, Attorney Windle, Alder Walters, and Mayor Tepley were designated as the official bargaining team to represent the City during upcoming collective bargaining negotiations.

SET REGULAR MEETING DATE: The Committee established its regular meeting schedule for the fourth Tuesday of each month at 5:30 p.m., with the provision that meetings anticipated to last one hour or less may be held at 12:00 p.m.

ADJOURNMENT: *Motion by Cairns, second by Schults, to adjourn at 1:25PM. Motion carried unanimously.*

Meeting minutes recorded by Ashley Oliphant