



## MINUTES OF THE FINANCE COMMITTEE

TUESDAY, APRIL 16, 2024 AT 5:30 PM

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

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### AGENDA

**CALL TO ORDER:** Meeting was called to order at 5:30 PM. Members present were Ryan Cairns, Karin Tepley, and Melony Walters.

**APPROVAL OF MINUTES:** Motion by Tepley to waive the reading of the March 5, 2024 Finance Committee minutes and approve them as presented. Seconded by Walters. Motion carried 3-0.

**PAYMENT OF BILLS:** Motion by Walters to approve the April 16, 2024 bills as presented. Seconded by Tepley. Motion carried 3-0.

**CLERK/TREASURER'S REPORT:** Clerk Aaron Joyce reported that the April General Election went very well. It was the city's first opportunity to utilize the new Badger Books electronic poll book. Overall the response was very positive from voters and poll workers.

**ECONOMIC DEVELOPMENT DIRECTOR'S REPORT:** Economic Development Director Jasen Glasbrenner reported on a number of areas he's been working on including housing & workforce development, and a congressional grant that awarded \$2.5-million for infrastructure development around hospital site. Glasbrenner reported that the Los Amigos II restaurant expansion grant was approved. Additional projects include wayfinding & entrance signs, the hotel project & TIF district planning. Finally, Glasbrenner said that Ehlers is reviewing a draft TIF for the Panorama Estates project, which will hopefully be before council soon.

### DISCUSSION AND ACTION ITEMS

4. **Consider Purchase of Zero-Turn Mower**

Spencer Reed said that the department has been dealing with maintenance and safety issues with the current mowers and he is requesting the purchase of the Ferris mower from Homesteaders at \$14,599.90 due to its past experience in reliability and maintenance. Reed said that maintenance of department equipment is being tracked. He added that all mowers bid do offer a 2 year warranty. Four bids were received, and the Public Works Committee recommended Homesteaders Ferris ISX3300. Despite not being the low bid, the unit is still under budget by \$2,650.10. Motin by Walters to recommend to council the purchase of the Ferris ISX3300 from Homesteaders at a cost of \$\$14,599.90. Seconded by Tepley. Motion carried 3-0.

5. **Consider Purchase of Mower Tractor**

Reed reported that three bids were received, and he is requesting the 2023 Bobcat from Jay's Ag & Turf at a purchase price of \$18,633. He noted that the Bobcat has a better warranty at 2-year bumper to bumper and 6-year power train warranty. Alderperson Cairns

noted that any parts and warranty work would need to be done in Reedsburg. The city budgeted \$17,750 for this item and the bid was over budget by \$883. Motion by Walters to defer to council the decision to purchase this item. Seconded by Tepley. Motion carried 3-0.

6. **Consider Purchase of Snow Blower**

Two bids received for this item. Spencer Reed said that the equipment from Simpson's meets the requirements of flow. The funding source for this equipment is from Unallocated Contingency funds. The old equipment would either be sold on Wisconsin surplus or traded in. There is \$125,000 budgeted in Unallocated Contingency and approximately \$16,000 has been used so far. It was noted that there is an approximate waiting period of about 6 months before delivery. Motion by Walters to recommend to council the purchase of the Manitou Edge snow blower attachment from Simpson's Tractor in amount of \$10,944, with funds coming from the Unallocated Contingency in the 2024 city budget. Seconded by Tepley. Motion carried 3-0.

7. **Purchase and installation of lighted crosswalk signs**

Two quotes were received for this item, including a unit from Decker which is push-button and similar to the lighted crosswalks the city currently uses. The other lighted crosswalk is a constant flashing sign. The committee preferred to keep the same style of lighted crosswalk. Funding would come from the Sign budget in the Street Department. Motion by Cairns to send this item back to the Public Works Committee for further consideration. Administrator Oliphant stated that it should be coordinated with the Public Works Department to determine if it fits within the budget. Seconded by Tepley. Motion carried 3-0.

8. **Approval of historical marker for Vernon W. Thomson at 950 N. Orange Street**

Mayor Coppernoll reported that Bob Bellman, who spearheaded the idea, asked the city to sponsor the sign. The City Council had previously approved the application fee, but did not approve the actual purchase of the sign. The total cost would be dependent on the size of sign, which is estimated between \$1,900-\$2,520 for a 2-sided sign. The item is not budgeted and there is not a hard deadline to submit the application. Motion by Walters to postpone action to determine how much the sign will cost. Seconded by Tepley. Motion carried 3-0.

9. **Accept a non-monetary donation of a kayak landing and memorial plaque from Southwest Partners**

This donation follows the recently-approved donation policy. Colleen Schroeder wanted to donate funds up to \$17,000 to make an existing kayak landing more accessible. It was determined that the landing would be the existing Bohmann Drive landing. Southwest Partners will facilitate the purchase. The Park Board approved the resolution for approval. Landing should be added to the city's insurance policy. Motion by Walters to recommend to council to authorize the acceptance of the non-monetary donation of a kayak landing and memorial plaque from Southwest Partners. Seconded by Tepley. Motion carried 3-0.

10. **Contract with Chrome Fireworks & Displays, LLC for City Fireworks for June 29, 2024**

\$10,000 is budgeted for the city's fireworks display. The Park Board previously approved the contract. Chrome has provided the display for many years. Motion by Walters to recommend to council the approval of the contract with Chrome Fireworks & Displays LLC for the city fireworks on Saturday, June 29<sup>th</sup>. Seconded by Tepley. Motion carried 3-0.

11. **Purchase of new police squad and upfitting including radio installation**

This item was removed from the agenda.

12. **Consider Bid Award for Asphalt Overlays**

1,520 tons of asphalt went out to bid. The city has \$150,000 budgeted for the material. Two bids were received. Motion by Walters to recommend to council to accept the lowest bid from Scott Construction at a cost of \$86.95 per ton, or a total cost of \$132,164.00. Seconded by Tepley. Motion carried 3-0.

13. **RCPD Union Contract MOU - Lateral Hires**

Administrator Oliphant said she's been working with Police Chief Jones on a memorandum of understanding to the police union contract to address some of the hiring challenges. The current contract disincentives people currently in lawn enforcement to take a position with the Richland Center Police Department. Proposed changes include the discretion to place lateral hires on the salary and vacation schedules equal to the amount of years of experience outlined in the union contract, and remove the 6-month rate on the wage scale and make the new start rate the Patrolman rate. It was noted that the Richland Center Police Union has not voted on the MOU. There is a current opening in the RCPD and the changes may help attract more candidates. Motion by Walters to recommend to council the approval the RCPD union contract MOU regarding lateral hires. Seconded by Tepley. Motion carried 3-0.

**SET NEXT MEETING DATE:** May 7, 2024

**ADJOURN:** Motion by Cairns to adjourn. Seconded by Walters. Motion carried 3-0 at 6:51 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk