

**MINUTES**

**CALL TO ORDER:**

Meeting called to order at 6:36 PM by Mayor Coppernoll. Alderpersons present: Susan Fruit, Karin Tepley, Tom McCarthy, Carson Culver, Melony Walters, Kevin Melby, Scotty Wallace, and Ryan Cairns.

**APPROVAL OF MINUTES:**

Motion by Wallace to approve the council minutes of February 7, 2023 as presented. Seconded by Walters. Motion carried 8-0.

**APPROVAL OF AGENDA:**

Motion by Tepley to approved the agenda as presented. Seconded by Alderperson Melby. Motion carried 8-0.

**TREASURER'S REPORT:**

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

**PAYMENT OF BILLS:**

Motion by Tepley to approve the bills as presented. Seconded by Wallace. Motion carried 8-0.

**ITEMS FOR DISCUSSION AND ACTION:**

4. Awarding Bid for the 2023 Phase 2 Cedar Street Utility and Roadway Improvements Project and Project Alternate.  
Andy Zimmer of MSA attended via WebEx. It was noted that three contractors placed bids for the project, with G-Pro being the lowest bid at \$1,281,944.20 – \$937,862.95 for the base bid and \$302,081.30 for the alternate. The City/Public Works portion of the project is \$231,086.55. \$240,000 was budgeted for this phase of the project. Administrator Oliphant noted that both the Public Works and Finance Committee recommended awarding G-Pro the project. The base bid for this project starts at Stori Drive on Cedar Street and goes north to intersection with 7<sup>th</sup> Street and around the loop to 8<sup>th</sup> Street to Nimocks Drive. The alternate bid starts at Stori Drive and goes south to the intersection of 5<sup>th</sup> Street. Motion by Walters to approve the base bid and alternate bid from G-Pro at a total cost of \$1,281,944.20. The city's portion of the project will come from the Street Projects Outlay in the 2023 budget. Seconded by Alderperson Melby. Motion carried 8-0.
5. Obtaining Real Estate Services for Sale of City Owned Parcels  
Two lots were obtained from Richland County through the tax deed process: 460 W. 1<sup>st</sup> and 291 N. Jefferson St. Existing structures on both lots were razed. Both lots are setup to allow for multifamily dwellings. Glasbrenner said that it was determined that the best method of

executing the sale process is through a realtor and it would not save public funds to conduct the sale in-house. A similar process to employ a professional realtor was used for the sale of lots on Wedgewood Drive two years ago. Motion by Culver to authorize Director Glasbrenner to acquire a realtor as outlined by the City Financial Policy and to take all necessary steps to list the lots at 460 W. 1<sup>st</sup> and 291 N. Jefferson St. for sale. Seconded by Wallace. Motion carried 8-0

6. Audit Engagement for 2022

Johnson Block has been doing the city's annual audit for many years. The estimated cost to conduct the 2022 audit is \$16,200 - \$17,750. Motion by Tepley to authorize Johnson Block to perform audit and accounting services for the City of Richland Center for the year ending December 31, 2022. Seconded by Walters. Motion carried 8-0.

7. Picnic License - RCPAC 3/18/23

Motion made by Wallace to approve the picnic license for the Richland County Performing Arts Council for the Leahy's Luck concert on March 18<sup>th</sup>. Seconded by Melby. Motion carried 8-0.

8. Picnic License - St Mary's 04/29/2023

Motion made by Wallace to approve the picnic license for St. Mary's for the 24<sup>th</sup> annual Sportsman's Extravaganza on April 29<sup>th</sup>. Seconded by Fruit. Motion carried 8-0.

9. Status Report from Cooperative Relations Team

Three members of the city's Cooperative Relations Team have met with representatives of the county and Richland Economic Development (RED) Board on the status of Symons Recreation Complex funding, campus bridges, and the present & future of the Economic Development position. It was reported that the first meeting was cordial and productive. The next meeting will be on Thursday (3/9). RED Board President Mike Breininger spoke and said there is interest in continued cooperation with the Economic Development Director. Three options are being considered. Richland County is considering providing financial support for economic development staff. Agreement documents would need to be altered. Another option was for the city to end the agreement with the county, which would end the RED Board. RED Board favored option #1 where the cooperation continued and the RED Board still existed. Regarding the campus bridges, Mayor Coppernoll reported that it was decided to not pursue transferring Campus Drive and the related bridges to a city street because the timing to receive a federal grant to fix the bridges was too soon. Finally, the county and city decided that the 1987 agreement regarding Symons would need to be reviewed and updated.

10. Submission of Notice of Withdrawal from Structural Document related to Economic Development

City made it's intention known to withdraw in December. Council would have to ultimately decide if the withdrawal is final while still continuing to work to determine a collaboration with the county and RED Board. The city's goal is to provide stability to the position of Economic Development. Contributions from the county are being proposed to be reduced by half. The structural document would need to be changed regardless. Breininger stated that the RED board has no problem with the city making current Economic Development Director Jasen Glasbrenner a city employee. Structure of economic development position would not change. While the general consensus of the council was to proceed with the

withdrawal, questions arose about the timing of the city officially moving forward with the withdrawal. It was determined that waiting after the 90 day window to officially withdraw would be the best way to proceed. Motion by Melby to postpone action until on or about the April 4<sup>th</sup> Council meeting. Seconded by Tepley. Motion carried 8-0. Melby.

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

Mayor Coppernoll recommended members of the Historic Preservation Committee: Council Rep – Karin Tepley, and Citizen Members Derrick Kalish and Ken Thiede. Motion by Cuver to approve the appointments recommended by Mayor Coppernoll. Seconded by Fruit. Motion carried 8-0. Coppernoll also recommended citizen members of the Zoning Committee: Ray Wilson, Lisa Miller, and Terry Testolin. Motion by Tepley to approve the appointments recommended by Mayor Coppernoll. Seconded by McCarthy. Motion carried 8-0.

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

11. Police Chief Billy Jones presented the 2022 RCPD Annual Report. Administrator Oliphant reported that the new electronic devices for the City Council members have arrived are in the process of being issued.

**MAYOR AND ALDERPERSONS:**

Mayor Coppernoll reported that the new AT&T store will open on March 15<sup>th</sup>. Electric work is progressing in the Dunkin Donuts portion of the building and will open soon. Finally, Coppernoll said that many more employees are being added to Schriber's facility in Richland Center.

**PUBLIC COMMENT:** None

**ADJOURN:** Motion to adjourn made by Tepley. Seconded by Wallace. Motion carried at 8:09 PM.

Minutes respectfully submitted by Clerk/Treasurer Aaron Joyce.