



MINUTES OF THE FINANCE COMMITTEE

TUESDAY, JANUARY 07, 2025 AT 5:30 PM

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

CALL TO ORDER: Meeting was called to order at 5:32 PM. Members present: Ryan Cairns, Karin Tepley, and Melony Walters. Members absent: None.

APPROVAL OF MINUTES: Motion by Alderperson Tepley to waive the reading of December 3, 2024 meeting minutes and approve as presented. Seconded by Walters. Motion carried unanimously.

PAYMENT OF BILLS: Motion by Alderperson Walters to approve the January 7, 2025 bills as presented. Seconded by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Clerk Amanda Keller reported that a new online payment portal has been implemented to increase efficiency of paying property taxes and facilitating dog licensing linked to properties. Year-end reports and account reconciliation have also been underway.

ECONOMIC DEVELOPMENT DIRECTOR'S REPORT: Director Jasen Glasbrenner reported on the progress of the WDC Development Grants. Rockbridge Childcare has received its final payment, thereby concluding the grant process. Additionally, a new CDI grant aimed at revitalizing the former Gables restaurant has successfully passed its preliminary review and is pending a resolution for WDC pass-through agent approval. Furthermore, a Request for Proposals (RFP) for potential new hotels has been published and is currently being circulated, although no responses have been received to date.

DISCUSSION AND ACTION ITEMS

3. **Consider Purchase of a New Chipper for Public Works:** The existing city chipper has reached the end of its operational lifespan. The bidding process has concluded, with two bids received: Bandit from Brooks Tractor, similar to the previously used model, and another from Vermeer, which was trialed but lacking an attached capture basin. The Public Works and Utilities departments advised a new Bandit chipper would adequately meet the needs of both departments. The old unit could be sold to offset the cost of the new purchase. The original unit was acquired approximately 25 years ago and was utilized by both departments. The Public Works Committee was unable to review the bids; however, the Chair approved sending the proposals to the Finance Committee and the Common Council for further consideration. Motion by Alderperson Cairns to recommend to the Common Council the approval of the purchase of a new Bandit CB90 from Brooks Tractor for \$29,754.60 using funds from the budgeted 2025 Outlay. Seconded by Tepley. Motion carried 3-0.
4. **Consider Sale of 2011 Zamboni 200 from Buildings & Grounds Equipment Fleet:** Director Jasen Glasbrenner proposed the liquidation of a 2011 Zamboni 200 from the Buildings and Grounds equipment fleet, which was acquired in 2010 for approximately \$15,195. This equipment has seen minimal use, with no reported activity in the past eight years. The machine retains good resale value. Following approval, the department intends to list it with Wisconsin Surplus, as recommended by the Public Works Committee. Motion by Alderperson Cairns to recommend to the Common Council the approval of the sale of a 2011 Zamboni 200. Seconded by Walters. Motion carried unanimously.
5. **Consider Sale of 2011 Ford F350 Truck from Buildings & Grounds Fleet:** Director Jasen Glasbrenner reported the Public Works Committee conducted a review of the sale of a 2011 Ford F-350 truck, which was approved unanimously. This truck, with approximately 69,000 miles, is not anticipated to impact services following its sale. According to comparable sales on Wisconsin Surplus, the estimated value is approximately \$5,000. Concerns related to safety and aesthetics were acknowledged, and the department recommends proceeding with the authorization of the sale, with

intentions to list the vehicle shortly. Motion by Alderperson Cairns to recommend to Council the approval of the sale of a 2011 Ford F350 Truck. Seconded by Tepley. Motion carried unanimously.

6. **Approval of Cost Share for Airport Runway Repair:** Director Jasen Glasbrenner reported the Wisconsin DOT Bureau of Aeronautics requested a \$4,000 sponsor commitment for the Richland Airport crack seal project, with an 80-20 state-sponsor funding split. He seeks approval for this amount to cover design costs for the project expected in 2025. The \$4,000 will come from the airport capital outlay account, which has been set aside to ensure the ability to meet funding matches for federal and state grants. Motion by Alderperson Cairns to recommend to the Common Council the approval of the \$4,000 Sponsor commitment for the Richland Center Airport 2025 crack seal project. Seconded by Walters. Motion carried 3-0.

7. **Consider 2025 Contract Award for the Shared Ride Taxi Program:** Due to delays in establishing a new contract for the Shared Ride Taxi program, the city became ineligible for grant funding until January 15, 2025. City Administrator Oliphant proposed to approve up to \$10,000 from unallocated contingencies to support the taxi service until the 2025 contract can be established, based on previous invoices covering half a month of service. Motion by Alderperson Walters to recommend to the Council approving up to \$10,000 from Unallocated Contingency to fund taxi service until a new contract can be established. Seconded by Tepley. Motion carried 3-0.

SET NEXT MEETING DATE: February 4th

ADJOURNMENT: Motion by Alderperson Cairns to adjourn. Seconded by Walters. Motion carried unanimously at 6:08 PM.

Meeting Minutes Recorded by Clerk Amanda Keller