



MINUTES OF THE FINANCE COMMITTEE

TUESDAY, NOVEMBER 4, 2025 AT 5:30 PM

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

CALL TO ORDER Chair Ryan Cairns called the meeting was called to order at 5:30 PM. A quorum was present. Members present were Ryan Cairns, Melony Walters, and Karin Tepley. Deputy Clerk Molzof confirmed that the meeting was properly noticed.

Others Present: Administrator Ashley Oliphant, Treasurer/Deputy Clerk Misty Molzof, Director of Public Works Jasen Glasbrenner, Municipal Services Specialist Darcy Perkins, Alderpersons: Rachel Schultz, Douglas Martyniuk, Ron Fruit, and Mayor Todd Coppernoll.

APPROVAL OF MINUTES: *Motion by Tepley, second by Walters to waive the reading of October 7, 2025, meeting minutes and approve as presented; motion carried 3-0.*

PAYMENT OF BILLS

Motion by Walters, seconded by Tepley to approve bills as presented on November 4, 2025, in the amount of \$505,477.46, of which \$1,532.79 are paid from the Greater Richland Tourism fund with the remainder paid from the City General Fund. Upon roll call vote, all members voted aye; motion carried 3-0.

TREASURER'S REPORT

Financial Officer Misty Molzof presented the Treasurer's Report for September, noting a beginning balance of \$10.5 million, an ending balance of \$10.2 million, and \$33,856 in interest earned across all accounts; department revenue and expenditure by department for September were included with meeting materials, no irregularities were reported.

ECONOMIC DEVELOPMENT DIRECTOR'S REPORT

Glasbrenner reported on the status of active grants, specifically mentioning HUD, CDI, and two Innovation Planning grants. He also provided updates on developments currently in various stages, including Panorama, Stori Field, and Cobblestone.

DISCUSSION AND ACTION ITEMS

Use of City Land for Storm Water Management for the Lamont Subdivision: Glasbrenner reported that the developer of the Lamont Subdivision has requested the use of approximately 2.7 acres of City-owned land on the northwest corner of Tax Parcel #276-1711-2000 to accommodate additional stormwater management needs. This parcel is currently unimproved, unmaintained, and not used for recreational purposes.

Motion by Cairns, seconded by Walters to recommend to Council the authorization of the potential use of City-owned land located in the northwestern portion of North Park—an area currently unmaintained and not used for recreational purposes—for stormwater management facilities serving the proposed adjacent Lamont Subdivision, subject to the following conditions: Engineering Necessity: Subdivision engineering shall demonstrate that use of the City parcel is reasonably necessary to achieve proper stormwater management for the subdivision and to ensure compliance with all applicable City, State, and DNR requirements. Broader area stormwater management benefits shall also be considered. Environmental Suitability: The proposed site shall be evaluated and determined by City-approved engineers to be environmentally suitable for stormwater management purposes. Staff Oversight: The City Administrator and Public Works Director are authorized to review and direct the proposed use of the land. Final approval for such use shall be executed by the Common Council through the subdivision plating process. Upon roll call vote, motion passed unanimously 3-0.

Resolution Adopting Updated Airport Lease and Rental Fees: Perkins reported that the City manages eleven (11) private hangar lot lease agreements and six (6) city-owned hangar rental agreements at the airport. Current rates do not reflect market rate and have not been updated in several years. With many agreements up for renewal, staff recommend updating the fees at this time. Recommendations were developed using comparative data, inflationary trends, and guidance from the Wisconsin Bureau of Aeronautics. The Public Works Committee approved the recommendation on 10/16/2025, and, if approved by Finance, it will proceed to the Council on 11/4/2025.

Motion by Cairns, seconded by Walters to recommend Council adopt Resolution #2025-12, implementing updated airport lease and rental fees, and authorizing the City Attorney to prepare updated lease and rental agreements using a standardized lease form. Upon roll call vote, motion passed unanimously 3-0.

Array/US Cellular Land Lease Agreement: Oliphant reported that negotiations with Array (formerly US Cellular) have resulted in proposed ground lease payments of \$1,200 per month, or \$14,400 annually, on a 5-year agreement with five additional 5-year automatic renewals (up to 25 years), with annual rent increases tied to CPI. The tower is critical to county public safety communications, making a mutually agreeable lease essential.

Motion by Cairns, seconded by Tepley, to recommend Council approve the Array/US Cellular Land Lease Agreement as presented. Upon roll call vote, motion passed unanimously 3-0.

SET NEXT MEETING DATE - Regular Meeting on December 2, 2025.

ADJOURNMENT *Motion by Cairns, seconded by Walters to adjourn. Motion carried. The meeting adjourned at approximately 6:24 p.m.*

Meeting Minutes recorded and respectfully submitted by Deputy Clerk, Misty Molzof