

AGENDA

CALL TO ORDER Meeting was called to order at 5:40 PM. Committee members present were Karin Tepley, Melony Walters, and Ryan Cairns.

APPROVAL OF MINUTES

1. Motion by Tepley to approve the minutes of both the April 4, 2023 and April 18, 2023 Finance Committee. Seconded by Cairns. Motion carried 3-0.

PAYMENT OF BILLS

2. Motion by Tepley to pay the bills as presented. Seconded by Walters. Motion carried 3-0.

CLERK/TREASURER'S REPORT

Clerk/Treasurer Joyce reported that notices for annual license renewals have been sent and are being received. The process has been accelerated to be able to comply with publishing deadlines and the Common Council's schedule of meeting once per month. The city's 2022 financial audit will take place next week. The Clerk/Treasurer's office continues to implement the accounting and payroll software.

DISCUSSION AND ACTION ITEMS

3. Accept bid for asphalt overlays

Two sealed bids were received for the annual allotment of asphalt. The bid opening took place on April 21st and was subsequently reviewed by the Public Works Committee, which recommended the low bidder – Scott Construction – be awarded the bid of \$92.89 per ton, or a total of \$83,601.00 for 900 tons. \$100,000 was budgeted for the purchase in 2023. Motion by Walters to approve the bid from Scott Construction for hot mix asphalt overlay in the amount of \$92.89 per ton, or \$83,601.00 total. Second by Tepley. Motion carried 3-0.

4. Establishment of a Community Resource Officer

Chief Jones, Administrator Oliphant, and Richland District Administrator Steve Board have been in communication regarding starting a Community Resource Officer (CRO) in the Richland School District starting in the 2023-2024 school year. The school board has not yet given final approval of the idea; however, district officials have indicated that the majority of the position's wages & benefits would be reimbursed by the school district. The preliminary estimated commitment was an 80/20 split. The CRO would officially be a member of the Richland Center Police Department and would work full days in all three school buildings. The mission of the CRO is to create and maintain safe, secure, and orderly learning environments for students, teachers, and staff. Chief Jones indicated that it would be difficult to just reassign a current officer without replacing that road officer. He did indicate that he believes a current RCPD officer will be assigned to the CRO position if it becomes a reality. The estimated total would be \$158,000. Chief Jones noted that Richland Center is the last school in the conference to have a CRO and they are becoming more prevalent in other places. Funds are not in the city's 2023 budget; however, \$50,000 would be reallocated from the Outlay for PD safety improvements. The consensus at the city's

Personnel Committee was the CRO was a good idea but would still need the school district to agree to the position and terms. A review of the MOU would be done annually to ensure both parties want to proceed with the position the following year. The school board was expected to consider the position at its meeting on May 15th. Oliphant said that both parties are likely waiting for the other to commit to the project. Motion by Walters to request a joint meeting with the Richland School District at a future date to be determined. Seconded by Tepley. Motion carried 3-0.

5. **Replacement of AED Devices**

Water Superintendent Steve Krueger presented and noted that there are 11 AED units in the city. 6 units were purchased in 2002 or 2005 and are coming to end of life because they are no longer supported by the manufacturer. 3 quotes received for 7 new units. The lowest quote was \$11,511.50 plus freight from Cardio Partners for all 7 units (\$1,644.50 each). It was determined that ARPA funds would be an appropriate use for the devices. Motion by Walters to recommend to council the purchase of seven AED units from Cardio Partners in the amount of \$11,511.50 plus freight and utilize ARPA funds for the purchase. Seconded by Tepley. Motion carried 3-0.

6. **Financial Services**

7. **Consider approval of Weights & Measures Inspection Memo of Agreement with State of Wisconsin**

8. **Consider Purchase of Badger Books Electronic Poll Book**

Motion by Walters to refer agenda items #6, #7, #8 directly to the common council due to time limitations of the Finance Committee. Seconded by Tepley. Motion carried 3-0.

ADJOURN

Motion by Walters to adjourn the meeting. Seconded by Tepley. Motion carried 3-0 at 6:42 PM.

Minutes respectfully submitted by Aaron Joyce, City Clerk/Treasurer.