

## **AGENDA**

**CALL TO ORDER:** Meeting called to order at 6:33 PM by Mayor Coppernoll. Members present: Karin Tepley, Tom McCarthy, Mark Chambers, Melony Walters, Kevin Melby, Steve Downs, and Ryan Cairns.

**APPROVAL OF MINUTES:** Motion by Alderperson Walters to approve both the May 2, 2023 regular meeting and May 23, 2023 special session Common Council minutes as presented. Seconded by Downs. Motion carried 7-0.

**APPROVAL OF AGENDA:** Motion by Alderperson Tepley to approve the agenda as presented. Seconded by Melby. Motion carried 7-0.

**INFORMATIONAL PRESENTATION – BOB BELLMAN, RE: VERNON THOMSON MEMORIAL:** Bob Bellman spoke on the desire to erect an historical marker for former governor and Richland Center native Vernon Thomson. Bellman has communicated with the State Historical Society and officials with the agency believe it's a good project and meets the qualifications. Bellman indicated that there is a \$250 application fee and additional funds would be required for the marker itself. He is estimating about \$2000. There are currently two plaques in the city park at the corner of Orange & 6<sup>th</sup> Streets. Bellman would like to know if the council is interested in moving forward with the memorial. No action is being taken at this time.

**INFORMATIONAL PRESENTATION – PARTNERS FOR PREVENTION:** Kate Waterfall & Lucy Joyce are members of Youth for Change, the student arm of Partners for Prevention. Also in attendance were Jeff Berens and Betsy Roesler, who are the advisors for Youth for Change. The group has two goals: 1) reduce substance abuse in teens; 2) enact prevention efforts. The students requested ideas and actions from the council. They have identified social hosting as an issue to enforce. Youth for Change has also encouraged the city to enact tobacco-free parks and would like to have an ordinance enacted for tobacco-free parks. Some community efforts Youth for Change has been involved in include presenting programs in schools, participating in National Night Out, creating the "Sticker Shock" campaign at convenience stores that sell alcohol, and underage alcohol compliance checks.

**INFORMATIONAL PRESENTATION – CONGRESSIONAL UPDATE:** Molly Bahn – field rep for 3<sup>rd</sup> district US Representative Derrick Van Orden – provided an update on the congressman's activities in Congress. Bahn noted that their office assists constituents with various issues related to the federal government. Congressman Van Orden also submitted the proposal for the Richland Hospital's infrastructure spending request.

**CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:** City Administrator Ashley Oliphant reported that the city currently has several openings, including in the street department and Zoning Administrator. Oliphant also thanked Street Superintendent Terry Nelson for his service, as he is retiring on June 16<sup>th</sup>.

**MAYOR AND ALDERPERSONS:** Alderperson Tepley reported that circulation at the Brewer Library was down last month. She also noted that Ida Ryan has resigned from Library Board after many years of service. The Brewer Library has been designated as a UPS drop site. June 17<sup>th</sup> is community safety day at library, including bike safety. Ceiling fans will be installed downstairs of library. Friends of Library and Library Foundation are seeking members. Tepley also reported that the Tourism Commission has been busy lately with the farmers market held at depot this year, staffing at the visitors center is being handled with several volunteers this summer. The Rodeo parade this month. Finally, Tepley noted that the Historic Preservation Committee will be meeting later this month. Mayor Coppernoll reported that he is asked often about Highway 14 East. He said that the state has identified Highway 14 as a place of need, but haven't specified a date for fixing. Coppernoll said that the highway is not a city or county project. Finally, the mayor reported that the 8<sup>th</sup> Street and Cedar Street construction has begun, and the duplex started in the Wedgewood neighborhood.

**TREASURER'S REPORT:** Motion by Alderperson Tepley to approve the Treasurer's Report for the period ending 5/31/23 as presented. Seconded by Downs. Motion carried 7-0.

**PAYMENT OF BILLS:** Motion by Alderperson Cairns to approve the 06/06/2023 bills as presented. Seconded by McCarthy. Motion carried 7-0.

#### **ITEMS FOR DISCUSSION AND ACTION:**

7. **Proclamation Honoring Carson Culver:** Mayor Coppernoll read a proclamation honoring former alderperson Carson Culver. Motion by Alderperson Chambers to approve Resolution 2023-03 honoring Carson Culver. Seconded by Downs. Motion carried 7-0.

8. **Proclamation Honoring Scotty Wallace:** Mayor Coppernoll read a proclamation honoring former alderperson Scotty Wallace. Motion by Alderperson Chambers to approved Resolution 2023-04 honoring Scotty Wallace. Seconded by Downs. Motion carried 7-0.

9. **Applications for appointment of Alderperson to fill the vacancy in District #1:** Mayor Coppernoll reported that Susan Fruit has resigned her position as Alderperson. The Council will fill the vacancy at the next meeting. The individual chosen will serve in the position until the election next April.

10. **Consider Approval of Liquor License Renewals:** Motion by Alderperson Melby to approve the 2023-24 liquor license renewals as presented. Seconded by Downs. Motion carried 7-0.

11. **Consider approval of Municipal License Renewals:** Motion by Alderperson Melby to approve the 2023-24 municipal license renewals as presented. Seconded by Tepley. Motion carried 7-0.

**12. Temporary Class B Picnic License for SW Partners, Inc. dba Richland Rejuvenates on 6/24/2023 for RC Thunderfest:** Motion by Alderperson Melby to approve the Class B Picnic License for Southwest Partners, Inc. dba Richland Rejuvenates on 6/24/2023 for RC Thunderfest. Seconded by Chambers. Motion carried 7-0.

**13. Consider approval of Weights & Measures Inspection Memo of Agreement with State of Wisconsin:** It was noted that the Weights & Measures inspection for 2023 was \$2,000 due to a reduction in inspection frequencies from the previous \$4,000. The Weights & Measures inspection fee starting in 2024 will be \$3,750 due to an increase in the price of the service. Motion by Walters to approve the Weights & Measures Inspection Memo of Agreement with the State of Wisconsin. Seconded by Melby. Motion carried 7-0.

**14. Richland Center Municipal Airport Flight Pattern:** Parks & Grounds Director Dave Fry noted that the flight pattern at the Richland Airport was deemed a safety concern the previous way the entry into the airport had taken place. The issue was discussed at the Public Works & Property Committee meeting and referred to Council without a recommendation. Fry stated that he was asked to have the pattern changed from left-turning to right-turning effective April 1<sup>st</sup>. A petition was received from 22 people who opposed the decision to that change. Fry stated that he worked with the DOT Bureau of Aeronautics on the change. Mayor Coppernoll stated that there was not enough information to make a decision on the idea at this meeting and felt it should be postponed for additional discussion to a proper outcome could be reached. Motion by Alderperson Melby to postpone the Richland Center Municipal Airport Flight Pattern decision until the July Common Council meeting. Seconded by Downs. Motion carried 7-0.

#### **FINANCE COMMITTEE RECOMMENDATIONS AND ACTION:**

**15. Consider Request to Authorize Billboard Advertising:** Administrator Oliphant noted that Lamar has a lease option for the city for the new digital billboard that will be constructed along Highway 14. The company is offering the city space at a reduced rate. The Finance Committee reviewed the proposal and recommended approval of a 52-month lease at a cost of \$6,500. Motion by Cairns to authorize the city administrator to secure a 52-month digital billboard lease with The Lamar Company at a cost of \$6,500. Seconded by Tepley. Motion carried 7-0.

**16. Consider Request for Wifi Access Point at the Aquatic Center:** It was noted that there is currently no Wi-Fi at the Woodman Aquatic Center or park shop. It is needed for several items including public Wi-Fi. The cost would be approximately \$3,656.16. The city could utilize ARPA funds for the project. Motion by Alderperson Cairns to authorize the purchase of the necessary equipment and licensing for a Wi-Fi access point to serve the Aquatic Center and Park Shop using ARPA funds. Seconded by Chambers. Motion carried 7-0.

**17. Consider Request for Development Planning Services:** Economic Development Director Jasen Glasbrenner expects traffic patterns on the eastside of Richland Center will change as the development of the new Richland Hospital takes place. He noted that the city should have a traffic study done if the hospital is ultimately moved to new location. A development study should also take place for that area

of the community. Glasbrenner said that Vierbicher could conduct the study. This item is informational only at this time.

**18. Adoption of Ordinance Authorizing an Alternative System of Approving Claims in Accordance with Wis. Stat. §66.0609:** This action would create a procedure to allow the approval of payment of budgeted bills between regular Common Council meetings. Administrator Oliphant noted that state statute allows the municipality to enact an ordinance that give authority to the comptroller or clerk of the city to approve payments after determining there are funds available for the claim; the bill has been authorized by the property city official, department head, or board or commission; the item or service has been actually supplied or rendered; and the claim is just and valid pursuant to the law. After such payments are made, a detailed listing of those transactions will be made to the Common Council. Bills that do not fall in line with these guidelines will be brought to the Finance Committee and Common Council for approval. Motion by Alderperson Cairns to approve Ordinance 2023-02 Authorizing an Alternative System of Approving Claims in Accordance with Wis. Stat. §66.0609. Seconded by Walters. Motion carried 7-0.

#### **SET NEXT MEETING DATE**

**19. Consider Alternative Common Council Date in Lieu of July 4, 2023:** It was noted that the next regular Common Council meeting would be July 4<sup>th</sup>. It was agreed that Tuesday, July 11<sup>th</sup> at 6:30 PM would be the next Common Council meeting, with the Finance Committee to meet in advance of Council.

**APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:** None

**PUBLIC COMMENT:** None

**CLOSED SESSION:** The Chair may entertain a motion to enter closed session pursuant to Wis. Stat, Sec 1985(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion by Walters to move into Closed Session. Seconded by Tepley. Motion carried 7-0 at 7:44 PM.

**RECONVENE INTO OPEN SESSION:** Motion by Walters to reconvene into open session and vote on matters discussed in closed session. Seconded by Melby. Motion carried 7-0 at 9:37 PM.

**20. Panorama Estates Development Incentive:** Motion by Alderperson Tepley to direct the city attorney to provide a second notice of breach of the developer agreement to Panorama Estates and to request that the developer report to the council at the next meeting. Seconded by Walters. Motion carried 7-0 on a voice vote.

**21. Land Procurement:** No action

**ADJOURN:** Motion by Alderperson Tepley to adjourn. Seconded by Downs. Motion carried 7-0 at 9:41 PM.

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