



## MINUTES OF THE FINANCE COMMITTEE

TUESDAY, FEBRUARY 3, 2026 AT 5:30 PM

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

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**CALL TO ORDER:** Cairns called the meeting to order at 5:33 pm, Molzof affirmed that the meeting was properly noticed and posted on Friday, January 30, 2026, and roll call was taken with Alder Karin Tepley, Alder Melony Walters and Alder Ryan Cairns present, a quorum was established.

*Others Present: Administrator Ashley Oliphant, Treasurer/Deputy Clerk Misty Molzof, Muni Services Specialist Darcy Perkins, and Mayor Todd Coppernoll*

**APPROVAL OF MINUTES** Motion by Tepley, second by Walters to waive the reading of the minutes of the January 6, 2026 meeting, in lieu of printed copies and approve said minutes. Motion carried 3-0.

**PAYMENT OF BILLS:** Motion by Walters, second by Tepley to recommend Council approve bills entered from December 31, 2025, through February 3, 2026, as presented in the amount of \$2,428,7637.37, which includes \$15,028.10 of Greater Richland Tourism bills, and \$2,413,709.27 of general fund bills. Upon roll call vote, motion carried 3-0.

**TREASURERS REPORT:** The Treasurers report was accepted as presented, including 12/31/2025 cash balances, 12/31/2025 balance sheets, and 12/31/2025 summary of revenue and expenditures by department.

Molzof presented the December 31, 2025, cash balances report with a beginning balance of \$11,058,927.32 and an ending balance of \$13,105,913.37. Molzof noted a total increase of \$2,046,986.05 (including \$33,890.57 in interest) primarily due to over \$2,000,000 in December property tax collections. While year-end balance sheets for the City General, Greater Richland Tourism, and Library funds were provided, Molzof clarified that figures are subject to change pending final audit and year-end accruals. Molzof and Oliphant will be conducting a detailed review of departmental revenue and expenses for potential budget amendments. Additionally, Molzof expressed gratitude for the Clerk/Treasurer's team for their efficiency and to those who waited patiently for staff to meet all year-end deadlines, including the timely issuance of W-2s and 1099s, despite the heavy seasonal workload.

**ECONOMIC DEVELOPMENT DIRECTOR REPORT:** Glasbrenner submitted a written report included in the packet. No questions or concerns were expressed.

### ITEMS FOR DISCUSSION AND ACTION

Award Landfill Monitoring Services Agreement: Motion by Cairns, second by Walters to recommend Council approve the execution of a landfill monitoring agreement with Mi-Tech Services, Inc. at a cost not to exceed \$11,000.00. Upon roll call vote, motion carried 3-0.

Consider Acceptance of a Non-Monetary Donation and Naming Proposal Application: Motion by Cairns, second by Walters to recommend to the Common Council adoption of Resolution 2026-01, authorizing acceptance of a non-monetary donation for trail improvements and the naming of the "Dale Bender Community Wellness Trail". Upon roll call vote, motion carried 3-0.

An Ordinance Amending Chapter 321 Relating to Control of Weeds, Grasses and Brush: Motion by Cairns, second by Tepley to recommend to the Common Council adopt Ordinance 2026-01, amending Chapter 321 relating to control of weeds, grasses, and brush. Upon roll call vote, motion carried 3-0.

A Resolution Establishing the Forfeiture Schedule and Administrative Fee for Abatement of Weeds, Grasses and Brush: Motion by Cairns, second by Walters to recommend to the Common Council adopt Resolution 2026-02, establishing the forfeiture schedule and administrative fee for abatement of weeds, grasses and brush. Upon roll call vote, motion carried 3-0.

An Ordinance Amending Chapter 606 Relating to Removal of Snow and Ice from Public Sidewalks: Motion by Cairns, second by Walters to recommend to the Common Council adoption of Ordinance 2026-02, amending Chapter 606 relating to removal of snow and ice from public sidewalks. Upon roll call vote, motion carried 3-0.

A Resolution Establishing the Forfeiture Schedule and Administrative Fee for Sidewalk Snow and Ice Removal Violations: Motion by Cairns, second by Tepley to recommend to the Common Council adoption of Resolution 2026-03, establishing the forfeiture schedule and administrative fee for sidewalk snow and ice removal violations. Upon roll call vote, motion carried 3-0.

**SET NEXT MEETING DATE:** Tuesday, March 3, 2026 at 5:30 pm.

**ADJOURNMENT** Motion by Cairns, second Walters to adjourn at 5:57 pm. Motion carried 3-0.

*Respectfully submitted by Misty Molzof, Treasurer/Interim Clerk*