MINUTES OF THE COMMON COUNCIL

TUESDAY, OCTOBER 06, 2026 AT 6:30 PM

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

CALL TO ORDER: The meeting was called to order by Mayor Tepley at 6:30 PM. Present: Bradley Wegner, Chris Jarvis, Frank Hoffman, Rachel Schultz, Melony Walters, Douglas Martyniuk, Steve Downs, and Ryan Cairns.

Keller confirmed that the agenda was posted on Friday, October 2, 2026, with no subsequent amendments.

APPROVAL OF AGENDA: Mayor Tepley requested that Items 8 and 9 be considered after Item 6 and that Item 12 be considered after Item 9.

Motion by Cairns, second by Wegner to approve the agenda as amended. Motion carried unanimously (8-0).

APPROVAL OF MINUTES: *Motion by Hoffman, second by Cairns to waive the reading of the minutes of September 1, 2026 and September 29, 2026 Special Session, in lieu of printed copies and approve said minutes as presented. Motion carried unanimously (8-0).*

MAYOR AND ALDERPERSONS

Wegner: Reported that the Park Board welcomed a new citizen member and approved of a two-year agreement with Rotary Lights.

Jarvis: Jarvis requested clarification regarding the area identified for potential governmental or commercial use in the former UW–Platteville Richland campus redevelopment concept. Oliphant explained that the County may consider constructing a governmental building at the site; however, no decision has been made. If not used for governmental purposes, the area may be available for commercial development.

Hoffman: Requested an update on the status of the Lydia's House property conveyance.

Schultz: Reported Board of Review recently met to review assessment corrections, concluding activity for 2026. She also reported that the Public Works Committee has been reviewing library signage and other infrastructure matters. Schultz reported that the Safety Committee is reviewing the noise ordinance as it relates to large trucks, along with considerations raised by residents with pedestrian safety concerns, and support for local EMS services.

Walters: Reported that the Library Board began its budget review and discussed possible uses for a Carnegie Foundation gift. She noted that the Utility Commission meeting involved routine business.

Martyniuk: Requested future review of Republic Services following complaints about missing and significantly delayed garbage collection.

Tepley: Reviewed the revised Council seating arrangement and the trial use of an Owl camera and microphone to improve virtual-meeting audio and participation.

DEPARTMENT HEAD REPORTS

Unbehaun, Zoning Administrator: Reported that the Plan Commission reviewed two certified survey maps related to the Richland School District campus and Schreiber Foods.

Glasbrenner, Public Works Director: Reported on seasonal mowing, leaf collection, winter preparation, tree trimming, the Valley View Drive project, and the uncertain fall schedule for the Mill Street project.

Gald, Utility Manager: Reported that pipe bursting on Valley View Drive to replace a water main containing numerous prior repairs. Underground utility work at Stori Field was completed, continued work on Panorama Drive easement, along with permanent power improvements. Gald also announced the October 7 Utility Customer Appreciation event.

Attorney Michael Windle: Reported that the Lydia's House title search had been completed and the property appeared to have a marketable title. A draft transitional housing and land-use agreement was being finalized for review with Lydia's House representatives.

TREASURER'S REPORT: Molzof presented August financial reports showing a beginning cash balance of approximately $10.4 million, receipts of approximately $1.4 million, disbursements of approximately $1.1 million, an ending balance of approximately $10.7 million, and approximately $31,000 in interest earnings. She noted that approximately half of the cash balance was designated for specific purposes.

Molzof reported that the Greater Richland Tourism account was closed in September and that RLF and CDBG activities had been separated into individual funds. Additional work included reconciling Buildings and Grounds allocations, reviewing Economic Development grant activity, collecting delinquent personal property taxes and accounts receivable, and addressing a farmland lease under attorney review.

Motion by Walters, second by Schultz to approve the City Treasurers Report as presented. Motion carried unanimously (8-0).

PUBLIC COMMENT:

Sharon Schmitz, 1875 Bowman Drive, spoke in support of maintaining a locally operated ambulance service. She encouraged Council members to remain involved in regional EMS discussions, communicate with constituents, and consider a locally developed service plan before Richland County's anticipated withdrawal from ambulance operations in December 2028.

Greg Peterson, 536 E 4th Street, expressed concern about the depth of water in the Stori Field retention pond and reported a broken tree limb that he believed should be removed.

Suzanne Fish announced that her G.R.A.C.E. team would hold a Culver's Share Night on October 7th.

PAYMENT OF BILLS: *Motion by Schultz, second by Walters to approve bills from September 2, through October 1, 2026, as presented in the amount of $414,702.85. Upon roll call vote, motion carried unanimously (8-0).*

2025 AUDIT PRESENTED BY BILL MOILIEN OF JOHNSON BLOCK & COMPANY

Bill Moilien of Johnson Block & Company presented the City's 2025 audited financial statements and reported an unmodified opinion. He stated that the City maintained a strong financial position, with adequate liquidity and healthy fund balances. The General Fund balance increased by approximately $650,000, and total governmental fund balances increased by approximately $731,000 to $11.43 million.

Moilien reviewed governmental revenues and expenditures, assigned and unassigned fund balances, loans receivable, long-term obligations, and Tax Incremental District No. 6. He noted that TID No. 6 had a positive fund balance and an expenditure period extending through September 2039. He also reported that the City's equalized property value increased approximately 45 percent over six years and encouraged continued Council review of financial reports and disbursements. He further commended Treasurer Molzof for her extensive knowledge and effectiveness, which is a great asset to City operations.

BUDGET COMMITTEE RECOMMENDATIONS FOR ACTION

Resolution 2026-12: Authorizing an Advance from the General Fund to Fund to Finance the Valley View Drive Street Project: Oliphant reported Ehlers recommendation of replacing the previously approved Water Utility loan with an interest-free General Fund advance to finance the Valley View Drive street project. The advance would be repaid through the debt service levy over three years.

Motion by Walters, second by Downs to waive the reading, and adopt Resolution No. 2026-12, authorizing an advance of $191,407.15 from the General Fund to the Pool 4 Projects Fund to finance the Valley View Drive street project, to be repaid without interest from the debt service levy in 2027 through 2029 in place of the previously approved Water Utility loan. Upon roll-call vote, motion carried unanimously (8-0).

GENERAL GOVERNMENT COMMITTEE RECOMMENDATIONS FOR ACTION

Legal Services Agreement with Murphy Desmond S.C.: Oliphant explained that appointment of the City Attorney is separate from approval of a legal services agreement. Under Chapter 42, Michael Windle remained the appointed

City Attorney as he had neither resigned nor been removed. The proposed agreement establishes the terms under which Murphy Desmond S.C. will provide legal services to the City.

Oliphant reported that the League of Wisconsin Municipalities and outside counsel had been consulted regarding the appointment process and that outside counsel reviewed the agreement. Windle explained that Appendix A of the agreement treats litigation, enforcement, development agreements, property transactions, utility matters, environmental obligations, and public works disputes as ordinary municipal legal services. Any exceptional service requiring a special rate would be brought to the Council for approval.

Motion by Downs, second by Hoffman to approve the Legal Services Agreement with Murphy Desmond S.C. Upon roll-call vote, motion carried unanimously (8-0).

PLANNING COMMISSION RECOMMENDATIONS FOR ACTION

Land Division by Certified Survey Map (CSM) Application of Richland County (Tax Parcel 276-1712-1000): Jarvis presented a certified survey map transferring approximately 19.667 acres from Tax Parcel No. 276-1712-1000 to the Richland School District for campus facilities and educational uses.

Motion by Jarvis, second by Wegner to approve the CSM submitted by Richland County, which transfers 19.667 acres from 1200 US HWY 14, Parcel No. 276-1712-1000, to the Richland School District designated as Lot 1 on CSM, subject to the conditions of the approval contained in the September 23, 2026 staff report. Motion carried unanimously (8-0).

Imposed Conditions:

1. *The certified survey map (CSM) shall conform to the plans and specifications submitted with the application dated 7/24/2026 and as presented at the Plan Commission public hearing on 9/23/2026. Any material change requires resubmittal.*
2. *The final CSM shall comply with Wis. Stat. § 236.34 and shall bear the surveyor's certification that the land division complies with all provisions of Chapter 448.*
3. *All resulting parcels and all existing structures shall comply with the setback, yard, and traffic visibility requirements of Zoning Code as measured from the proposed lot lines. No parcel shall be created that renders an existing structure, parking area, or loading area nonconforming.*
4. *The approved certified survey map shall be promptly recorded with the Richland County Register of Deeds, and two copies of the recorded map showing recording data shall be transmitted to the City.*
5. *Approval of this CSM does not authorize construction or a change in use.*
6. *Large parcel must allow for future subdivision into standard lots.*

Land Division by Certified Survey Map (CSM) Application of Schreiber Foods Inc (Tax parcel 276-2154-1000): Jarvis presented a certified survey map transferring approximately 0.27 acres from 930 Sextonville Road, Tax Parcel No. 276-2154-1000, to the adjacent property at 920 Sextonville Road, Tax Parcel No. 276-2100-7630, to provide required setbacks and safe access for a proposed intake-bay addition.

Motion by Jarvis, second by Hoffman to approve the CSM submitted by Schreiber Foods, Inc., which transfers 0.27 acres from 930 Sextonville Road, Parcel No. 276-2154-1000, to the adjacent parcel at 920 Sextonville Road, Parcel No. 276-2100-7630, subject to the conditions of the approval contained in the September 23, 2026 staff report. Motion carried unanimously (8-0).

Imposed Conditions:

1. *The certified survey map (CSM)shall conform to the plans and specifications submitted with the application dated 8/5/2026 and as presented at the Plan Commission public hearing on 09/23/2026. Any material change requires resubmittal.*
2. *The final CSM shall comply with Wis. Stat. § 236.34 and shall bear the surveyor's certification that the land division complies with all provisions of Chapter 448.*
3. *All resulting parcels and all existing structures shall comply with the setback, yard, and traffic visibility requirements of Zoning Code as measured from the proposed lot lines. No parcel shall be created that renders an existing structure, parking area, or loading area nonconforming.*
4. *Utility and drainage easements shall be shown on the face of the map.*

5. *The approved certified survey map shall be promptly recorded with the Richland County Register of Deeds, and two copies of the recorded map showing recording data shall be transmitted to the City.*
6. *Approval of this CSM does not authorize construction or a change in use.*

APPOINTMENT & CONFIRMATION

Appoint Poll Workers, Tabulators, Chief Inspectors, and Emergency Poll Workers (non-residents) for 2026-2027 Elections: *Motion by Schultz, second by Tepley, to approve poll worker list as presented. Motion passed unanimously (8-0).*

Utility Commission: *Motion by Walters, second by Downs to approve Mayor Tepley's appointment of Scotty Wallace to the Utility Commission. Motion carried unanimously (8-0).*

CLOSED SESSION: *City of Richland Center v. Richland County, et al.*, Richland County Case No. 26CV98, regarding reimbursement for the care of veterans' graves under Wis. Stat. § 19.85(1)(g).

Enter Closed Session: The Chair may entertain a motion to enter into closed session pursuant to Wis. Stat. § 19.85(1)(g), conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Motion by Walters, second by Wegner to enter closed session pursuant to Wis. Stat. § 19.85(1)(e). Motion carried unanimously. Council entered closed session at 7:35 PM.*

Reconvene into Open Session: Reconvene in Open Session pursuant to Wis. Stat. § 19.85(2), with possible action to ratify the filing of a petition for writ of mandamus in *City of Richland Center v. Richland County, et al.*, Case No. 26CV98. *Motion by Schultz, second by Hoffman to reconvene in open session. Motion carried unanimously. Council reconvened in open session at 9:35 PM.*

Action on Matters Discussed During Closed Session: *Motion by Schultz, second by Downs to ratify the filing of a petition for writ of mandamus in City of Richland Center v. Richland County, et al., Richland County Case No. 26CV98, and instruct a team to continue discussions with County Board members. Upon roll-call vote, motion carried 6-2 with Jarvis and Wegner opposed.*

ADJOURNMENT: *Motion by Wegner, second by Downs to adjourn at approximately 10:00 PM. Motion carried unanimously (8-0).*

Meeting adjourned at approximately 10:00 PM.

Meeting Minutes Recorded by Clerk Amanda Keller

Minutes approved on 11/03/2026