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

CALL TO ORDER: Meeting was called to order at 5:30 PM. Members present were Ryan Cairns, Karin Tepley, and Melony Walters.

APPROVAL OF MINUTES: Motion by Tepley to waive the reading of the May 7, 2024 Finance Committee minutes and approve them as presented. Seconded by Walters. Motion carried 3-0.

PAYMENT OF BILLS: Motion by Walters to approve the June 4, 2024 bills as presented. Seconded by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Interim Clerk/Treasurer Oliphant provided updates on the 2023 audit, payroll processing, office coverage, and office vacancies.

ECONOMIC DEVELOPMENT DIRECTOR'S REPORT: Economic Development Director Glasbrenner reported presenting at an economic development conference in Platteville and continuing to make monthly appearances on WRCO. He provided status updates on the following: Los Amigos II grant distributions, legal review of the Panorama development agreement, phase one environmental for the Hill Country property, wayfinding signs, and the traffic study from MSA.

DISCUSSION AND ACTION ITEMS

4. **Resolution 2024-3 Declaring Official Intent to Reimburse Expenditures for Utility Infrastructure Improvements (Steve Krueger)**

Andy Zimmer of MSA presented an overview of their completed study on lead contaminant mitigation. The study evaluated two options: treatment and removal of lead service lines. Treatment was deemed cost-prohibitive and posed potential concerns due to the use of chemicals. Zimmer reported on Water Superintendent Krueger's ongoing efforts to identify and remove lead services. To further these efforts, he is seeking participation in a loan program offering a 50% grant to property owners who remove lead services. The Utility Commission approved utilizing this program, and it now requires Common Council approval. Motion to recommend adopting Resolution 2024-3 to the Common Council by Tepley. Seconded by Walters. Motion carried 3-0.

5. **Municipal Building Generator Purchase & Installation (Scott Gald)**

Electric Superintendent Gald addressed concerns regarding the Municipal Building's lack of a secondary power source. This vulnerability could impact the city's electric outage notification system and overall emergency operation capabilities. Superintendent Gald presented several quotes for a gas generator and recommended purchasing a Kohler model from Wallace Electric. This option represented the lowest bid (\$19,732.95 including installation) and proposed a cost-sharing agreement between the City and Utility, each contributing \$9,866.48. Motion by Cairns to recommend to the Common Council the authorization of the purchase of a Kohler generator from Wallace Electric for \$9,866.48 (City's portion) from 2024 outlay. Seconded by Walters. Motion carried 3-0.

6. **Purchase of New Leaf Vacuum (Public Works)**

Street Crew Lead Jason Koch presented information on bids received for a new leaf vacuum to replace the department's outdated and frequently repaired model. Three bids were submitted. Koch recommended accepting the lowest bid of \$45,000 for a used 2017 Xtreme Vac XV600 from Bonnell Industries. This recommendation was supported by the Public Works Committee. Motion by Walters to recommend to the Common Council the purchase of a used 2017 leaf vacuum from Bonnell

Industries at a cost of \$45,000 from the 2024 Outlay-Street Machinery. Seconded by Tepley. Motion carried 3-0.

7. Purchase of One Set of Lighted Crosswalk Signs (*Public Works*)

Street Crew Lead Jason Koch presented information on bids received for a new lighted crosswalk sign. Decker Supply offered a sign similar to existing crosswalks, including a pedestrian button, for \$6,252.10. Econosigns offered a lower-cost option (\$5,122.77) that lacks a pedestrian button and blinks continuously. To maintain consistency with existing signage, Koch recommended accepting the bid from Decker Supply, which was supported by the Public Works Committee.

Motion by Walters to recommend to the Common Council the purchase of a lighted crosswalk sign from Decker Supply at a cost of \$6,252.10. Seconded by Tepley. Motion carried 3-0.

8. Fund Allocation and Lease Agreement Regarding Hill Country Land Acquisition (*Glasbrenner*)

Economic Development Director Glasbrenner reported on the progress of land acquisition for Advanced Pump & Well Solution, Inc. Following Common Council approval on February 6, 2024, the transfer agreement was finalized and Phase 1 environmental assessments were completed. To minimize costs, a single closing for both parcels was negotiated, avoiding the need for additional environmental updates and closing fees. A tentative closing date is set for June 24, 2024. The lease agreement was reviewed by City Attorney Windle and establishes an annual rent of \$9,000 with increases upon renewal.

Motion by Cairns to recommend to the Common Council the distribution of funds for the Hill Country land acquisition with monies from Pool 5 – Affordable Housing and the RLF Business Fund to be determined by City administration and legal counsel; and, approve the lease between the City and Advanced Pump & Well Solution, Inc. to be executed in conjunction with the land sale / purchase closing. Seconded by Tepley. Motion carried 3-0.

SET NEXT MEETING DATE: July 2, 2024

ADJOURNMENT: Motion by Cairns to adjourn. Seconded by Tepley. Motion carried 3-0 at 6:09 PM.

Minutes respectfully submitted by Ashley Oliphant, City Administrator/Interim Clerk/Treasurer