



MINUTES OF THE COMMON COUNCIL

TUESDAY, AUGUST 18, 2026 AT 6:30 PM

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

MINUTES

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 (Virtually), and Ryan Cairns.

Keller confirmed that the agenda was posted on Friday, August 14, 2026, with no subsequent amendments.

APPROVAL OF AGENDA: *Motion by Schultz, second by Hoffman to approve the agenda as presented. Motion carried unanimously (8-0).*

APPROVAL OF MINUTES: *Motion by Hoffman, second by Wegner to waive the reading of the minutes of July 7 and July 15, 2026, in lieu of printed copies and approve said minutes as presented. Motion carried unanimously (8-0).*

MAYOR AND ALDERPERSONS

Walters: Reported a Library Board vacancy for a city resident and encouraged interested residents to contact Library Director, Stacy Pilla or submit the City's online interest form. Walters also reported on the Utility Commission's recent WPPI Energy tour and discussion of the proposed 765-kV transmission line. Walters further reported that the Budget Committee continues preparation of the 2027 budget and completion of a draft procurement policy that will be included for council review at the following meeting.

Schultz: Reported that Public Works Committee continues work on developing snow-removal procedures and a naming/donation policy. The Board of Review met July 30 and will reconvene September 17 at 5:00 p.m. to address possible assessment-roll errors requiring further review.

Schultz further reported that the Natatorium Board is considering corporate memberships and hopes to dedicate the Marty Brewer Trails by the end of October. The Board also reviewed HVAC replacement and other deferred maintenance needs at Symons Recreation Complex. Schultz requested that the matter be placed on the next Council agenda.

Schultz requested that the proposed 765-kV transmission line be placed on the September 1, 2026 Council agenda before the September 7th public-comment deadline, citing possible effects on tourism, agriculture, property values, and natural resources.

Wegner: Reported that a Park Board vacancy remained open.

Hoffman: Raised concerns about a petition reportedly seeking the dismissal of two City employees and encouraged residents with concerns to address the Council publicly.

Tepley: Distributed a draft letter to the Public Service Commission regarding the proposed 765-kV transmission line for Council review and possible action on September 1, 2026.

DEPARTMENT HEAD REPORTS

Glasbrenner, Director of Public Works/Economic Development: Reported summer operations continue, including mowing, stump removal, event logistics, street sweeping, dike storm channel maintenance, road patching, and brush pickup.

TREASURER'S REPORT: Molzof presented June and July 2026 cash-balance reports, noting an ending balance of approximately \$10.4 million. Additional updates included creation of separate CDBG and revolving-loan funds, collection efforts for delinquent personal property taxes, and completion of recent election.

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

PUBLIC COMMENT

Michelle Elfers, 584 E. 3rd Street, attended to answer questions regarding Lydia's House Ministries.

Greg Peterson, 536 E 4th Street, asked whether portions of the Stori Field development would be dedicated back to the City after construction. He also raised concerns regarding stormwater flooding near his property and the ownership of trees along Cedar Street. Peterson was advised to meet with the Director of Public Works to discuss these matters further.

PAYMENT OF BILLS: *Motion by Walters, second by Hoffman to approve bills from July 8, 2026, through August 13, 2026, as presented in the amount of \$810,068.15. Upon roll call vote, motion carried 8-0.*

BUDGET COMMITTEE RECOMMENDATIONS FOR ACTION (WALTERS)

Resolution 2026-10 Establishing Aviation Fuel Prices at the Richland Municipal Airport (93C)

Glasbrenner explained that the resolution establishes a target gross profit of \$1 per gallon while allowing pricing adjustments based on market conditions. It delegates pricing authority to the Director of Public Works and City Administrator and prohibits sales below cost.

Motion by Walters, second by Schultz to waive the reading and adopt Resolution 2026-10 establishing aviation fuel prices. Motion passed unanimously (8-0).

GENERAL GOVERNMENT COMMITTEE RECOMMENDATIONS FOR ACTION (CAIRNS)

Consider Agreement with Rhyme Business Products for Municipal Building Copiers

Cairns reported that the City's current copier agreement expires in December 2026. The proposed 60-month agreement would increase office efficacy and reduce the City's monthly cost by \$95.49.

Motion by Cairns, second by Walters to approve Rhyme Agreement No. 3289343, 60-month contract as presented, monthly base payment of \$477.71 for replacement of 3 copiers/scanners/fax with 2 Sharp BP-71C31 MFPs. Upon roll call vote, motion carried 8-0.

Consider Request from Lydia's House Ministries Regarding Warranty Deed, Title Search, and Loan Forgiveness for Property Located at 929 W Seminary St (Tax Parcel 276-2012-0900)

Motion by Cairns, second by Schultz to authorize the City Administrator and legal counsel to proceed as follows regarding property located at 929 W Seminary St (Tax Parcel 276-2012-0900):

- 1. Procure a title search on the property, with costs paid from the general fund.*
- 2. If the title search reveals no defects, encumbrances, or other issues warranting further Council review, proceed to convey the property to Lydia's House Ministries, including preparing and delivering a warranty deed.*
- 3. Before or at the time of conveyance, take the steps necessary to release the mortgage of record so the property transfers free and clear of that encumbrance. The disposition of the underlying note and any action to recover the sums owed by SWCAP is reserved for separate Council determination and is not authorized or waived by this motion.*
- 4. Execute an operating agreement with Lydia's House Ministries requiring continued operation of the property as transitional residential housing for homeless families for a term of not less than ten (10) years, secured by a recorded deed restriction or right of reverter so the use requirement runs with the land, ensuring the public investment in this conveyance serves its intended public good.*

If the title search identifies any issue, or if the mortgage cannot be satisfied and released before or at conveyance, the matter shall return to the Council for direction before the City.

Upon roll call vote, motion carried 7-0 with Hoffman abstaining.

PLANNING COMMISSION RECOMMENDATIONS FOR ACTION (JARVIS)

Ordinance No. 2026-09 Amending Chapter 485 to Authorize Electronic Message Center Signs on Public Property

Jarvis reported that electronic message center signs currently exist at the Community Center and have also been considered by the Library. Ordinance No. 2026-09 would amend Chapter 485 to authorize electronic message center signs on public property.

Motion by Jarvis, second by Hoffman to waive the reading and adopt Ordinance No. 2026-09 amending Chapter 485 of the Code of Ordinances of the City of Richland Center to authorize electronic message center signs on public property. Motion carried unanimously (8-0).

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS FOR ACTION (DOWNS)

Approval of Licenses (if any): *Motion by Schultz, second by Downs to approve the licenses listed below to the Richland County Performing Arts Council Inc. dba City Auditorium, 182 N Central Ave, Agent: Michael J. Cosgrove. Motion carried unanimously (8-0).*

- “Class B” – Beer License (On-premise Consumption)
- Class “C” – Wine License (On-premise Consumption)

APPOINTMENT & CONFIRMATION: *Motion by Schultz, second by Cairns to confirm the mayoral appointment of Evan Ewing to Park Board. Upon roll call vote, motion carried 5-2, with Wegner and Jarvis opposing and Hoffman abstaining.*

ADJOURNMENT: *Motion by Walters, second by Downs to adjourn at approximately 7:10 PM. Motion carried unanimously (8-0).*

Meeting adjourned at approximately 7:10 PM.

Meeting Minutes Recorded by Clerk Amanda Keller

Approved 09/01/2026