



## MINUTES OF THE FINANCE COMMITTEE

TUESDAY, FEBRUARY 04, 2025 AT 5:30 PM

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

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**CALL TO ORDER:** Meeting was called to order at 5:31 PM. Members present: Ryan Cairns, Karin Tepley, and Melony Walters. Members absent: None.

**APPROVAL OF MINUTES:** Motion by Alderperson Walters to waive the reading of January 7, 2025 meeting minutes and approve as presented. Seconded by Alderperson Tepley. Motion carried unanimously.

**PAYMENT OF BILLS:** Motion by Alderperson Walters to approve the February 4, 2025 bills as presented. Seconded by Alderperson Tepley. Motion carried 3-0.

**CLERK/TREASURER'S REPORT:** Clerk Amanda Keller reported that city tax collection has concluded, and final reconciliation with the county will be completed by mid-February. An upcoming primary election is scheduled for February 18th, with in-person voting already underway.

Director Jasen Glasbrenner reported on the ongoing collaboration with the Wisconsin Economic Development Corporation related to Community Development Investment grants. Airport planning initiatives are currently in progress in conjunction with the Bureau of Aeronautics. City personnel are navigating through recent program administration changes in the management of HUD grants.

### DISCUSSION AND ACTION ITEMS

3. **Sale of Snocrete Loader Mount Snow Blower from Public Works Fleet:** Director Glasbrenner reported the Public Works Department having a 1999 model 942SI snowblower which has remained unused for five years due to lighter snow patterns and fewer staff. As such, Director Glasbrenner requested authorization to sell the snowblower. The value is estimated to be between \$10,000 and \$15,000, with a sale reserve to be set at \$10,000. The Public Works Committee considered this sale and recommended approval. Motion by Alderperson Cairns to recommend to the Common Council to approve the sale of the 1999 Model 942SI Snow Blower. Seconded by Alderperson Tepley. Motion carried unanimously.
4. **Sale of Virnig Skidsteer Attachment Snowblower from Public Works Fleet:** Director Glasbrenner reported that the Vernig V50 snow blower purchased for Buildings and Grounds was incompatible with existing equipment. The Street crew tested the snow blower and found it unnecessary due to having a similar model. Director Glasbrenner requested authorization to sell the snow blower which could then generate revenue for other fleet needs. Motion by Alderperson Cairns to recommend to the Common Council to approve the sale of the 2019 Virnig V50 Model VBWB-25 Snow Blower. Seconded by Alderperson Walters. Motion carried unanimously.
5. **Purchase of Husqvarna Automower 550 EPOS Robot Mower:** Director Glasbrenner reported a Husqvarna Automower was demoed last fall at the Municipal Building. During the demo period, the programmable unit maintained the lawn around the Municipal Building and Police Department. The automower is expected to increase efficiency, reduce costs, and free up staff for other duties. The automower is capable of 24-hour operations and comes with a five-year warranty. The Public Works Committee reviewed the purchase request and recommended purchasing the unit. Motion by Alderperson Cairns to recommend to the Common Council the approval of the purchase of a new Husqvarna Automower 550 EPOS Robot Mower from a local vendor for no more than \$5,500 using funds from proceeds from the sale of city equipment. Seconded by Alderperson Tepley. Motion carried 3-0.

6. **Landfill Monitoring Services Agreement:** Director Glasbrenner reported that the WDNR requires landfill monitoring twice a year. Mi-Tech, the city's service provider since 2016, provided a quote of \$9,950 for inspections in March and September. After reviewing multiple quotes, discussing with vendors, and consulting the Public Works Committee, Mi-Tech was determined to be the best choice for ongoing monitoring. Motion by Alderperson Cairns to recommend to the Common Council to approve the execution of a landfill monitoring agreement with Mi-Tech Services Inc. at a cost of \$9,950.00. Seconded by Alderperson Walters. Motion carried 3-0.
  
7. **Resolution 2025-2 WEDC Community Development Investment Grant for Wild Honey Collective, LLC:** Director Glasbrenner stated that Wild Honey Collective has met the pre-application requirements for the WEDC Community Development grant, receiving a favorable response from WEDC. To proceed, the Common Council must adopt Resolution 2025-02 authorizing the submission of the application for a WEDC CDI grant. The City has no financial obligation beyond staff time. Although concerns were raised about potential conflicts with other projects, it was clarified that the program's July-to-July fiscal year should help minimize those risks. Motion by Alderperson Cairns to recommend to Common Council the adoption of Resolution No. 2025-02 - A Resolution Authorizing the Submission of an Application for a Wisconsin Economic Development Corporation – Community Development Investment Grant for the Development of Wild Honey Juicery & Café by Wild Honey Collective, LLC at 212 N Main St, Richland Center, WI 53581. Seconded by Alderperson Walters. Motion carried unanimously.
  
8. **Waste Management Fees:** Clerk Keller reported that the current contract with Town & Country Sanitation is in its fifth and final year, with rates increasing by 3% annually, though fees have remained unchanged since 2014. A review of the past two years of revenue and expenses determined that fee adjustments are necessary to cover the cost of sanitation services for city residents. Clerk Keller recommended the following adjustments: starting March 1, 2025, the monthly Garbage and Recycling fee charged through Utilities will increase from \$12 to \$14. Additionally, landfill fees will rise from \$105 per ton to \$115 per ton, with the minimum fee increasing from \$10 to \$15. Motion by Alderperson Cairns to recommend to Common Council the adoption of Resolution No. 2025-03 to raise garbage and recycling fees from \$12 to \$14 per house and increase landfill fees from \$105 per ton to \$115 per ton. Seconded by Alderperson Tepley. Motion carried unanimously.

**SET NEXT MEETING DATE:** March 4, 2025

**ADJOURNMENT:** Motion by Alderperson Cairns to adjourn. Seconded by Alderperson Walters. Motion carried unanimously at 6:27 PM.

*Meeting Minutes Recorded by Clerk Amanda Keller*