

**ROLL CALL:** Meeting called to order at 6:04 PM. Members present: Karin Tepley, Melony Walters, and Ryan Cairns. Other officials present: City Administrator Ashley Oliphant, City Clerk/Treasurer Aaron Joyce, Economic Development Director Jasen Glasbrenner, Mayor Todd Coppernoll, and City Attorney Chris McGough.

**APPROVAL OF MINUTES:** Motion by Tepley to waive the reading and approve the February 7, 2023 Finance Committee minutes as presented. Seconded by Cairns. Motion carried 3-0.

**PAYMENT OF BILLS:** Motion by Tepley to pay the bills as presented. Seconded by Cairns. Motion carried 3-0.

**CLERK/TREASURER'S REPORT:** Clerk/Treasurer Joyce reported that the 2022 tax collection was completed with \$5.8-million collected. The February 21<sup>st</sup> Primary Election saw a 24% turnout. Ballots for the April 4<sup>th</sup> General Election will go out next week. With the Common Council moving to one meeting per month, changes will need to be made to the Financial Policy. Revisions are being worked on and will be presented at an upcoming Finance & Council meeting. Members of the Clerk's office, Utility office, City Administrator, Wastewater, and Public Works met with a representative from Rural Development regarding civil rights compliance as related to a Rural Development grant a few years ago. The meeting went well and the representative made positive suggestions for improvements.

**ITEMS FOR DISCUSSION AND ACTION:**

3. Awarding Bid for the 2023 Phase 2 Cedar Street Utility and Roadway Improvements project and project alternate.

G Pro is a relatively new construction company but has had good reviews in other communities.

Motion to recommend to council

Motion made by Tepley, Seconded by Cairns.

Voting Yea: Tepley, Walters, Cairns

4. Obtaining Real Estate Services for Sale of City Owned Parcels

Jasen Glasbrenner: 460 W. 1st & 291 N. Jefferson St. Both lots are setup to allow for multifamily dwellings. Determined that the better method of executing the sale process through a realtor. Not a "money saver" to conduct the sale in-house.

Motion to authorize Director Glasbrenner to acquire a realtor as outlined by the City financial policy and to take all necessary steps to list the lots at 460 W. 1st and 291 N.

Jefferson St. for sale. Coppernoll: conducted a similar process with the Wedgewood lots.

Motion made by Tepley, Seconded by Cairns.

Voting Yea: Tepley, Walters, Cairns

5. Revisions to Financial Policy

Ashley, Aaron, & Shawn have been meeting

2 Finance meetings per month?

Finance meets the 3rd week of the month and give Finance authority to approve the bills? Then report to council what bills were paid.

Authority would need to be given to Finance to give final approval of bills instead of Council.

Tepley & Cairns & Walters ok with meeting once, the 3rd week of the month.

## ADJOURN

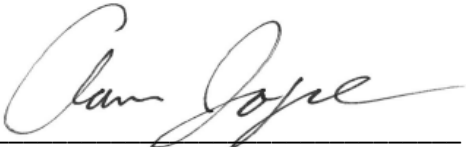
Motion carried at 6:30 PM

Motion made by Walters, Seconded by Tepley.

Voting Yea: Tepley, Walters, Cairns

Posted this 3rd day of March, 2023 by 4:30 PM.

Copy to the official newspaper the Richland Observer.

A handwritten signature in cursive script, appearing to read "Aaron Joyce", written in black ink. The signature is fluid and stylized, with a long horizontal stroke at the end.

Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.