



OFFICIAL PUBLIC NOTICE

MEETING OF THE COMMON COUNCIL

TUESDAY, NOVEMBER 04, 2025 AT 6:30 PM

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

TEAMS: bit.ly/RCTeamsMeeting

AGENDA

CALL TO ORDER *Pledge of Allegiance; Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

APPROVAL OF AGENDA

APPROVAL OF MINUTES *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

- [1.](#) 9-24-2025 and 10-07-2025 Meeting Minutes

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS

MAYOR AND ALDERPERSONS *Committee/Commission/Board Reports and Comments and/or items to be discussed at a future meeting.*

TREASURER'S REPORT

- [2.](#) Treasurer's Report

PAYMENT OF BILLS

- [3.](#) Bills for Approval

ITEMS FOR DISCUSSION AND ACTION

4. 2024 Audit Presentation by Bill Moilien of Johnson Block
- [5.](#) A Resolution Providing Informed Consent for Continuing Representation by Abt Swayne Law, LLC

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION (CAIRNS)

- [6.](#) Use of City Land for Storm Water Management for the Lamont Subdivision
- [7.](#) A Resolution Adopting Updated Airport Lease and Rental Fees
8. Array/USCellular Land Lease Agreement

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION (FRUIT)

9. Law Enforcement Range MOU between the City and County
10. Approval of Licenses

PLAN COMMISSION RECOMMENDATIONS AND ACTION (COPPERNOLL)

- [11.](#) Consideration of Access Easement – Tracy Conner Use of Larson Street Right-of-Way
12. Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 25079 Maple Grove Road (Tax Parcel 022-10132000)
13. Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 27095 Maple Ridge Lane (Tax Parcel 022-3322-1200)

PUBLIC WORKS COMMITTEE RECOMMENDATIONS AND ACTION (FRUIT)

- [14.](#) Report on Public Works Snow Removal Policy
- [15.](#) An Ordinance Amending Chapter 101 Relating to Authorization of Stop Signs on N. Congress Street

16. An Ordinance Amending Chapter 391 Relating to Permits Required for Temporary Use of the Public Rights-of-Way

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS

PUBLIC COMMENT *No Council action will be taken on any matter originating under this item.*

ADJOURNMENT

Posted this 31st day of October, 2025 by 4:30 PM.
Copy to the official newspaper the Richland Observer.

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.

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

CALL TO ORDER: Meeting was called to order by Mayor Coppernoll at 6:30 PM. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Rachel Schultz, Douglas Martyniuk, Steve Downs, Melony Walters joined virtually, and Ryan Cairns joined by phone. Absent: None.

APPROVAL OF AGENDA: Mayor Todd Coppernoll requested an amendment to the order of the agenda, moving the Appointments and Public Comment before the Items for Discussion and Possible Action. Motion by Alderperson Schultz to approve the amended agenda. Seconded by Alderperson Downs. Motion carried unanimously.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Stori Field Pre-Development Agreement: Mayor Coppernoll reported that the developer had informed the City that two other communities were interested in the project and respectfully requested timely communication regarding its feasibility in Richland Center. He emphasized that the Council should have the opportunity to vote on the predevelopment agreement before the developer pursues options elsewhere, noting that delayed decisions in the past have limited community growth.

Director Glasbrenner reviewed the proposed agreement, highlighting key provisions: the developer would construct all required public infrastructure, including streets, utilities, and stormwater facilities; the project would be completed within 24 months of land transfer; all state, local, and permitting standards would be met; and the housing units would be built to zero-step accessibility standards in response to community demand.

Motion by Alderperson Tepley to reconsider the previous motion postponing the discussion until October 7th. Seconded by Alderperson Downs. Motion carried unanimously.

Alderperson Schultz introduced an amendment directing that approximately 1.5 acres of green space be retained under City ownership to be incorporated into the park system and memorialized in honor of the Stori family. Discussion included whether the amendment was premature for a predevelopment agreement, given that a final development agreement would still require negotiation and approval. Questions were raised regarding survey accuracy, recreational liability, stormwater detention design, and the City's ability to reserve green space later in the process. Attorney Windle clarified that the predevelopment agreement expresses intent but does not finalize land conveyance, and that the City retains discretion when negotiating the development agreement. Motion by Alderperson Schultz that the City shall retain ownership of the green space that is approximately 1.5 acres to include the sledding hill, water retention basin, and the booster station with the intention the green space would become a part of the park system and to have the subdivision for the park be memorialized with the Stori family name. Seconded by Alderperson Downs. Motion failed by roll call vote 2-6.

The Council returned to the original motion to approve the predevelopment agreement as presented. Discussion focused on the urgency of responding to the developer while preserving the Council's authority to negotiate final terms. Members acknowledged the community's strong and divided input, noting that approval would not finalize the project but allow staff to move forward with negotiations. Motion by Alderperson Downs to approve the Stori Field pre-development agreement as presented. Seconded by Alderperson Martyniuk. Motion carried by roll call 8-0.

APPOINTMENT & CONFIRMATION: Mayor Coppernoll reported that the term of Commissioner Mike Nice had expired, requiring a new appointment to the Utility Commission. Two candidates, Sarah Schultz and Brian Jones, were present for consideration. Schultz expressed her interest in becoming more involved in city service, while

Jones highlighted his long career with the School District and decades of volunteer service with the Fire Department. Mayor Coppernoll expressed appreciation to both candidates for their willingness to serve. Brian Jones was elected to the Utility Commission following a roll call vote of 7-1. Item 1.

PUBLIC COMMENT:

- Shirley Steiner, 848 Cedar St, RC - Read a letter written by Susan and Anne-Marie Stori expressing sadness at the proposed development but requesting involvement in green space planning and honoring their father if the project proceeds.
- Greg Peterson, 4th St, RC: Collected 227 signatures opposing development and urged the Council to allow residents vote directly on the matter.
- Alfonso Salazar, 969 Cedar St, RC: Questioned communication about field use restrictions, asked about alternative development sites, and expressed concern that the community has not had a direct say in the project.
- Larry Komarek, 855 Panorama Ct, RC: Supported the project, noting the developer's responsibility for infrastructure costs, benefits to the entire city and tax base, and recommending that a street be named in honor of the Stori family.
- Ruth Wilson, 931 Valley View Dr, RC: Opposed development, citing the field's recreational use, drainage concerns, and availability of alternative sites.
- John Cler, 465 E 8th St, RC: Supported the project, emphasizing the community's housing shortage and long-term benefits of additional homes which will outlast the benefits of an empty field.
- Shelly Dobbs, 900 Summit Dr, RC: Opposed development, arguing for preservation of green space and suggesting alternative development sites or potential private purchase to maintain the field.
- Alan Pellett, 554 E 4th St, RC: Reported collecting petitions largely opposing development and argued the community favors preserving the field.
- Dave Turk, 144 W 7th St, RC: Supported the project, highlighting the unique opportunity of a developer funding infrastructure and the economic benefits of new housing and tax base. The city and county budgets are very tight and this project presents a very important opportunity for community growth.
- Ellen Evans, 4294 S Jordan Dr, McFarland: Submitted petitions totaling over 500 virtual and physical signatures opposing development and urged consideration of the UW-Richland campus as an alternative site.
- Mike Breininger, 24810 Mourning Dove Ln, RC: Supported the project, citing housing shortages documented by regional studies and stressing the long-term community benefits despite neighborhood concerns. Breininger also noted the campus land would be several years away from being usable.
- Deb McCoy, 665 N Chestnut, RC: Opposed development, emphasizing the field's community use, alternative available properties, and concern over property tax inequities.
- Mike Grindemann, 548 Stori Dr, RC: Opposed development, citing the city's ongoing housing projects, the recreational value of the field, and the risk of losing valuable green space. Grindemann also stated his desire to have the project moved to his 30 available lots in Muscoda.
- Chris Younger, 606 Stori Dr, RC: Opposed development, urging Council members to vote according to constituent petitions rather than administrative preferences.
- Rod Perry, 445 E Haseltine, RC: Supported the project, recalling similar past changes in neighborhood and stressing the need for single-family housing rather than additional apartments.

ADJOURNMENT: Motion by Alderperson Tepley to adjourn. Seconded by Alderperson Walters. Motion carried 8-0 at 7:33 PM.

Meeting minutes recorded by Clerk Keller



MINUTES OF THE COMMON COUNCIL

TUESDAY, OCTOBER 07, 2025 AT 6:30 PM

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

TEAMS: bit.ly/RCTeamsMeeting

CALL TO ORDER *Pledge of Allegiance; Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

Meeting was called to order by Mayor Coppernoll at 6:30 pm. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Rachel Schultz, Melony Walters (Virtual), Douglas Martyniuk, Steve Downs, and Ryan Cairns. Absent: None. Deputy Clerk Molzof certified the meeting was properly noticed.

Others Present: Administrator Ashley Oliphant, Attorney Michael Windle, Deputy Clerk/Treasurer Misty Molzof, Director of Public Works Jasen Glasbrenner, Municipal Services Specialist Darcy Perkins, Police Chief Billy Jones, Utility Manager Scott Gald, Library Director Stacy Pilla, Rod Perry Videographer, and members of the public.

APPROVAL OF MINUTES *Motion by Fruit, second by Schultz to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes. Motion carried 8-0.*

APPROVAL OF AGENDA *Motion by Tepley, second by Martyniuk to approve the agenda moving the Public Comment Section immediately following payment of bills. Motion carried 8-0.*

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS

Economic Development: Glasbrenner reported that various grants are in process including a CDI grant for Wild Honey and conversations and work with developers including Panorama, Stori Field, and Cobblestone is continuing.

Public Works: Glasbrenner reported that Buildings and Grounds is working on the new dugouts at Krouskop Park, an Airport Master Plan, Pruning Trees, and Deferred Maintenance especially now that mowing season is winding down. The Street Department is working on Dike Maintenance, Leaf Removal, Street Painting and Cleaning, Grading Streets for WISLR, and Landfill Maintenance.

Clerk's Office: Molzof reported that it has been busy in the clerk's office especially since being short-staffed; however, the team is working together to manage the workload.

Police: Jones reported that Emma Blume has accepted the vacant position with the department, will be in field training, and should be ready to be on her own in early January.

Library: Pilla reported that various outreach events are occurring, the books on display on the children's walk are updated regularly, the Friends of the Library have had a successful sale that included books and vintage furniture, the Library will be closed on October 10th for carpet cleaning and October 13th for staff in service, and there is still a vacancy on the Library Board for a citizen member if anyone is interested.

Utilities: Gald stated that the annual utility customer appreciation night is Tuesday, October 8th from 3:30 pm to 6:30 pm and invited everyone to attend, Electric and Water are installing AMI meters, Wastewater is working on the design for the 80N Project, hydrant flushing is complete, crews are exercising valves, and thanked Molzof and city staff for the benefits review and presentation given to all employees last week.

Fire: Gald stated that the department has responded to 186 calls year-to-date, a significant increase compared to historical averages.

MAYOR AND ALDERPERSONS *Committee/Commission/Board Reports and Comments and/or items to be discussed at a future meeting.*

Fruit: Public Safety Committee changed Trick-or-Treat hours for 2025 to October 31st from 4:00 pm until 7:00 pm.

Tepley: Ad-Hoc Council Rules Committee is starting work on realigning committees, commissions, and boards.

TREASURERS REPORT

Financial Officer Misty Molzof presented the Treasurer's Report for August, noting a beginning balance of \$10.3 million, an ending balance of \$10.5 million, and \$34,165 in interest earned across all accounts; August revenue and expenditure by department were sent out with meeting materials, and there is nothing out of the ordinary. If anyone has questions, or would like to discuss them in further detail, please feel free to reach out anytime.

No Action.

PAYMENT OF BILLS

Motion by Cairns, second by Downs to approve bills as presented on October 7, 2025 in the amount of \$945,099.11, removing Wallace Cooper & Elliot invoice of \$65.00, of which \$6,176.04 are paid from the Greater Richland Tourism fund and the remaining are City General Fund. Motion carried 8-0.

PUBLIC COMMENT

Austin Hicks: Expressed concern and disagreement with decision to proceed with Stori Field and asked Council to consider taking matter to the voters through referendum.

Ruth Wilson: Expressed Opposition to Stori Field Housing Development

Alfonso Salazaar: Expressed Opposition to Stori Field Housing Development and explained that he has lived in the neighborhood and his children frequently use Stori Field as a park.

Greg Dettman: Expressed Opposition to Stori Field Housing Development and asked the Council to consider letting the community vote through referendum.

Mike Deusterbeck: Expressed the need for a growing community, and especially one that grows together.

ITEMS FOR DISCUSSION AND ACTION

Emergency Purchase Notification – Court & Church Street Parking Lot Project. Glasbrenner reported that Public Works had to enact the emergency purchase policy for replacement of the Asphalt in the parking lot at Court and Church Street due to unforeseen site conditions that included remnants of an old building foundation, thick asphalt sections, soft clay deposits, and areas of inadequate gravel base. Financial impact is \$11,108.44, of which \$10,108.44 is unbudgeted funds.

No Action.

Discussion and Possible Action on Demand for Action on Stori Field Received 10/3/2025. Windle reported that he and the mayor were served notice regarding Stori Field that demanded a response, while the claims made have no merit, a written response was issued timely. Windle provided a summary of the response verbally.

No Action.

Stori Field Development Agreement. Glasbrenner reported that three options were given: A, B, and C, each of which had varying amounts of dedicated public use space.

Motion by Schultz, second by Downs to suspend the rules and adopt Ordinance #2025-08, Approving A Development Agreement for and Sale of Stori Field and approve the Development Agreement using Option C as presented. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION: (CAIRNS)

MSA Street Inventory & Pavement Rating Services Proposal: Glasbrenner reported that the City is required to update our road ratings bi-annually through software provided by the State of Wisconsin, Wisconsin Information

System for Local Roads (WISLR), due to short staffing in previous years, our information requires an update that would be best suited for a 3rd party familiar with the City and the program to perform this year, and the City can then proceed with regular updates moving forward. The Public Works Committee met on September 18, 2025 and recommended Finance Committee approve contracting with MSA at an approximate cost of \$4,250 out of the Roadways 2025 Budget, Finance Committee met October 7, 2025, reviewed and is recommending Council approve the proposal.

Motion by Cairns, second by McCarthy to approve MSA Professional Services Agreement for 2025 pavement rating and street inventory services at a cost not to exceed \$5,000. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

SWWRPC Cemetery GIS System Correction Proposal: Glasbrenner reported that the City has a contract with SWWRPC for Cemetery GIS which began in 2024 with the initial set-up and implementation of digitizing the cemetery maps, providing online access to the grave sites. Through the set-up process, it was realized that city records had some discrepancies that require additional time outside of the original contract. SWWRPC is proposing \$1,000 to correct data errors that will improve the public facing tool used to locate graves and mark vacant plots. Public Works Committee reviewed and recommended Finance Committee approval of the unbudgeted expenditure from unallocated contingency funds on September 18, 2025. Finance Committee reviewed and recommended Council approval of the aforementioned on October 7, 2025.

Motion by Cairns, second by Fruit to approve the expenditure of \$1,000 for the Cemetery GIS System correction work from unallocated contingency funds. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

Vierbicher Pine River Dike Annual Inspection Proposal: Glasbrenner stated that the City is required to perform an annual dike inspection of the Pine River Levee System, Vierbicher and Associates have performed this for many years, and submitted a proposal in the amount of \$3,000 for the 2025 inspection. Public Works Committee reviewed and recommended Finance Committee approval of the budgeted expenditure and Vierbicher Proposal on September 18, 2025. Finance Committee reviewed and recommended Council approval of the aforementioned on October 7, 2025.

Motion by Cairns, second by Tepley, to approve the Vierbicher Pine River Dike Annual Inspection Proposal at a cost not to exceed \$3,000. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

Contract Recommendation for Residential Waste and Recycling Services: Perkins reported that due to the existing contract with Republic Services, formerly Town & Country Sanitation upcoming expiration on 12/31/2025, a Request for Proposal (RFP) was issued in August. The city received proposals from four providers: GFL Environmental, Pellitteri Waste Systems, Republic Services, and Waste Management. After thorough review of the proposals including services provided, for example, the drop station (known as the City Landfill), large item collection, and community support; cost; and transition, staff recommends accepting Republic Services Proposal transitioning to a closure of the City Drop Site (Landfill) by the end of March, 2026. The Finance Committee reviewed and recommended Council approval of accepting the Republic Services proposal on October 7, 2025.

Motion by Cairns, second by Downs to authorize the execution of a 5-year contract with Republic Services for residential waste and recycling services and to proceed with development of a transition plan that includes the closure of the City's Transfer Station by March 31, 2026. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

Contract Recommendation for Symons Operational Planning Services: Perkins reported that the City was awarded a WI Dept of Revenue (WDOR) Innovation Planning Grant (IPG) in the amount of \$62,000 for the purpose of evaluating the operational structure of the Symons Recreational Complex. The project is intended to explore future operational and financial models to ensure Symons remains a sustainable and vibrant community resource. To carry out the project, the City issued a Request for Proposals (RFP) with submissions due on August 26, 2025. A total of five firms submitted proposals: Ayres + Ballard King, BerryDunn, Innovative Public Advisors, Matrix Consulting Group, and Northspan. Staff recommends awarding the project to Innovative Public Advisors (IPA). This recommendation was reached due to IPA's all-inclusive budget, demonstrated familiarity with Wisconsin municipalities, and direct experience with Innovation Planning Grant projects. In addition, their proposed 16-week

timeline aligns with the desired schedule for project completion, ensuring that results will be available sooner than other firms who projected 6–10 months. The Finance Committee reviewed and recommended Council approval of accepting IPA's proposal, which is fully funded by the grant on October 7, 2025.

Motion by Cairns, second by Tepley to authorize the execution of a contract with Innovative Public Advisors for operational planning services fully funded by an Innovation Planning Grant. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

WEDC Connect Communities Program Application: Tepley reported that The Wisconsin Economic Development Corporation's Connect Communities Program offers technical assistance, training, and networking support to communities working to strengthen and revitalize their downtown or commercial districts. Services include help with economic development strategies, promotions, social media planning, small business support, volunteer engagement, and organizational structure improvements. Richland Center would benefit from access to case studies, best practices, peer networking, and direct support from WEDC staff as we continue to advance downtown revitalization goals. The program also positions communities for future Main Street designation. If approved, the application would be submitted during the Fall 2025 intake period. Participation requires an annual fee and submission of basic annual reporting. City personnel will not be active participants in this program but will work with the group identified by Alderperson Tepley to ensure adherence to program requirements. The Finance Committee reviewed and recommended Council approval of the City's application to WEDC Connect Communities Program using \$200 of unbudgeted unallocated contingencies to fund the annual fee on October 7, 2025.

Motion by Cairns, second by Downs to approve the City of Richland Center's application to WEDC's Connect Communities Program. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

HUD Grant Administration Services: Glasbrenner reported that as discussed at previous Committee and Council meetings, the City was awarded a \$2,500,000 HUD CPF Grant to support public infrastructure initiatives. This award carries with it a unique set of federal compliance, reporting, and environmental review requirements. Given the complexity and duration of the grant—spanning multiple projects and several years—staff determined that professional grant administration services would be necessary to ensure accurate financial reporting, compliance monitoring, and environmental clearances. Given the nature of this request and the proposals received, staff reviewed each proposal not only on cost but also on the scope of inclusions and overall effectiveness in administering a multi-project federal grant. While the firm selected for grant administration is not required to perform the environmental reviews, consolidating these functions under one party offers a more cost-effective and efficient process. Based on scope, completeness, and cost competitiveness, staff recommends contracting with Vierbicher Associates for HUD Grant Administration Services. The Finance Committee reviewed and recommended Council approval of the contract with Vierbicher Associates for grant administration on October 7, 2025.

Motion by Cairns, second by Downs to approve contracting with Vierbicher Associates for grant administration services associated with HUD CPF Grant B-24-CP-WI-2332. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

2026 Richland County EMS Contract: Oliphant reported that the Joint EMS agreement with Richland County expires on December 31, 2025, and the City was recently presented a new contract with significant structural changes and a substantial rate increase for the city estimated at \$52,000 for 2026. Due to the short deadline and significant changes, Oliphant is not recommending approval of the new contract but rather recommends formally requesting an extension of the current agreement through March 31, 2026, to allow all parties time to evaluate the service, costs, and alternatives while ensuring service continuity. The Finance Committee reviewed and recommended Council approval to decline executing the proposed 2026 EMS contract with Richland County as presented and instead authorize the City Administrator to formally request an extension of the current EMS agreement through March 31, 2026, with a rate adjustment excluding capital expenditures on October 7, 2025.

Motion by Cairns, second by Fruit to decline executing the proposed 2026 EMS contract with Richland County as presented and instead authorize the City Administrator to formally request an extension of the current EMS agreement through March 31, 2026, with a rate adjustment excluding capital expenditures. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

Resolution #2025-02, A Resolution Authorizing An Adjustment To The Levy Limit For Increased Charges For Joint Emergency Medical Services (EMS): Oliphant stated that there may be an opportunity through Levy Limit Laws for the City to impose the increased EMS service fees on the tax levy, therefore; approving the resolution as presented is a necessary step in taking advantage of the opportunity if we need to, and time is of the essence. The Finance Committee reviewed and recommended Council approval of Resolution #2025-02 on October 7, 2025.

Motion by Cairns, second by Tepley to approve Resolution #2025-02, A Resolution Authorizing An Adjustment To The Levy Limit For Increased Charges For Joint Emergency Medical Services (EMS). Upon Roll Call Vote, Motion Passed Unanimously 8-0.

2026 Fire Department Contribution: Oliphant presented the annual funding request from the Fire Department: Contributions of \$148,159.46 and 2% annual fire dues revenues received from the WI Department of Revenue (WIDOR), amount to be determined when information is released from WIDOR. The Finance Committee reviewed and recommended Council approval of the 2026 Fire Department Contribution on October 7, 2025.

Motion by Cairns, second by Downs to approve the 2026 Annual Fire Contribution in the amount of \$148,159.46 plus the 2% fire dues received from WIDOR in the amount equal to the amount received. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

2026 Symons Recreation Complex Contribution: Oliphant presented the annual funding request from the Symons Recreation Complex in the amount of \$53,190.25. The Finance Committee reviewed and recommended Council approval of the 2026 Symons Recreation Complex Contribution on October 7, 2025.

Motion by Cairns, second by Downs to approve the 2026 Annual Symons Recreation Complex contribution in the amount of \$53,190.25 for operations. Upon Roll Call Vote, Motion Passed Unanimously 8-0.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION: (FRUIT)

Application for Temporary Class B Retailer License(s)

Richland County Performing Arts Council, Bobby G. Rice Concert, at 2pm on October 25, 2025. Note: No wine can be sold as they have reached their limit. The Public Safety Committee reviewed and recommended Council approval on October 6, 2025.

Motion by Fruit, second by Cairns to approve the Temporary Class B Retailer License for Richland County Performing Arts Council, Bobby G. Rice Concert, at 2pm on October 25, 2025. Motion Passed Unanimously 8-0.

Richland County Performing Arts Council, Silent Movie "The Phantom of the Opera" on October 24, 2025. Note: No wine can be sold as they have reached their limit. The Public Safety Committee reviewed and recommended Council approval on October 6, 2025.

Motion by Fruit, second by Cairns to approve the Temporary Class B Retailer License for Richland County Performing Arts Council, Silent Movie, "The Phantom of the Opera" on October 24, 2025. Motion Passed Unanimously 8-0.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS: None

CLOSED SESSION - Arrary (US Cellular) Ground Lease and Panorama Development

Motion by Tepley, second by Downs to enter closed session pursuant to Wis. Stat., 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 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 Passed Unanimously 8-0.

Meeting adjourned to closed session at approximately 8:20 pm.

Meeting reconvened in open session at approximately 9:05 pm.

No Action was taken on closed session matters.

ADJOURNMENT: *Motion by Downs, second by Martyniuk to adjourn. Motion carried.*

Meeting adjourned at approximately 9:05 p.m.

Meeting Minutes recorded and respectfully submitted by Deputy Clerk, Misty Molzof

DRAFT

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 2.

Agenda Item: City Treasurer's Report

Committee Review: N/A

Meeting Date: Finance & Council – November 4, 2025

Presented by: Misty Molzof, Treasurer

Recommended Action Items:

1. Approve Payment of Bills in the amount of \$301,887.37

Items included:

1. Treasurer's Report for period ending September 30, 2025 – "Cash Balances" Report
 - a. Beginning Balance - \$10,567,196.54
 - b. Total receipts in July - \$604,570.59: includes **total interest earned of \$33,856.47**
 - c. Total Disbursements in July - \$907,586.90
 - d. Transfer between accounts in July - \$20,000.00
 - e. Ending Balance - \$10,264,180.23
2. Balance Sheet for period ending September 30, 2025 (4 pages)
 - a. City Funds
 - b. Greater Richland Tourism Fund
 - c. Library Fund
3. Revenue and Expenditures, Actual Versus Budget by Department for period ending September 30, 2025 (5 pages)
 - a. Each area should be about 75%, since we are 9 months into the year. I really do not see anything out of the ordinary at this time of the year. If you have any questions, or would like to get more detail, please reach out and I will be happy to provide it to you.
4. Audit Update: it is complete, and Johnson & Block are here tonight to brief you on it. Now to start planning for the 2025 audit 😊
5. Copiers: Ashley and I are still scheduling time to review the lease agreement and will hopefully be able to bring something later this year or early next year.

CITY OF RICHLAND CENTER - TREASURER'S REPORT

9/30/2025

Item 2.

FUNDS	Int Rate	BEH/MO BAL	RECEIPTS	Transfers In/(Out) Between Accounts	DISBURSEMENTS	END/MO BAL
City General Unassigned:	2.86%	\$ 399,199.23	\$ 525,224.31	\$ 20,000.00	\$ 859,892.09	\$ 84,531.45
State Investments #1 Unassigned	4.35%	\$ 3,693,537.15	\$ 52,149.70			\$ 3,745,686.85
Property Tax Account (partial unassigned)	2.86%	\$ 20,612.52	\$ 47.51	\$ (20,000.00)		\$ 660.03
#2 Landfill long term care (for landfill issues)	4.35%	\$ 661,829.41	\$ 2,367.77			\$ 664,197.18
#3 TIF-Panorama Estates (TIF 6)	4.35%	\$ 280,644.31	\$ 1,004.04			\$ 281,648.35
#6 TIF 2-5 (only #4)	4.35%	\$ 152,753.37	\$ 546.49			\$ 153,299.86
RLF Business Savings	0.50%	\$ 176,893.69	\$ 70.27			\$ 176,963.96
RLF Business Checking	0.00%	\$ 1,669.45				\$ 1,669.45
RESTRICTED FUNDS: (by outside entity)						
CDBG Housing RLF	2.86%	\$ 167,432.12	\$ 478.90			\$ 167,911.02
Landfill Long Term Care CD to 2045	2.48%	\$ 320,243.09				\$ 320,243.09
Landfill Long Term Care CD to 2045	2.48%	\$ 308,732.96				\$ 308,732.96
Library Checking	2.86%	\$ 392,000.31	\$ 1,881.51		\$ 35,063.11	\$ 358,818.71
Room Tax	2.86%	\$ 5,152.52	\$ 3,752.72			\$ 8,905.24
Greater Richland Tourism	3.52%	\$ 34,877.07	\$ 3,931.48		\$ 12,852.31	\$ 25,956.24
Redevelopment Authority	2.86%	\$ 74,450.38	\$ 212.95			\$ 74,663.33
#5 Renew RC Loan Program-Affordable Hous	4.39%	\$ 861,465.97	\$ 3,081.99			\$ 864,547.96
Renew RC Loan Program-Checking	2.86%	\$ 79,627.81	\$ 227.76			\$ 79,855.57
COMMITTED: (by resolution of the Council)						
#4 Projects committed	4.35%	\$ 2,627,829.89	\$ 9,401.37			\$ 2,637,231.26
ASSIGNED: (for specific use, not assigned)						
Cemetery CDs	2.34% & 2.86%	\$ 5,032.91	\$ 2.42			\$ 5,035.33
Centennial Committee	2.86%	\$ 2,929.78	\$ 8.38			\$ 2,938.16
Canine Fund	0%	\$ 48,489.93			\$ (220.61)	\$ 48,710.54
Park/Rec/Comm Center	2.86%	\$ 12,190.40	\$ 34.87			\$ 12,225.27
Aquatic Center	4.35%	\$ 239,602.27	\$ 146.15			\$ 239,748.42
Total Interest Earned in Current Month			\$ 33,856.47	\$ -		
LOANS						
						9/30/2025
Loans:		Total Debt 4/30/2025	2025 Principle	Loan Term End	Balance	
Richland County Bank (2%)		\$ -	\$ -	Paid off 2024	\$ -	
WPPI (no interest)		\$ 10,540.10	\$ 5,059.44	10/28/2027	\$ 10,118.48	
State Trust Fund Loan - Panorama Est TIF 6 (3.5%)		\$ -	\$ -	Paid off 2021	\$ -	
Bonding - Panorama Estates TIF 6 (1.8%)		\$ 650,000.00	\$ 52,075.00	4/1/2037	\$ 600,000.00	As of 10/1/2025
CFB Haseltine 389,390/Westside Dr 362,610 (2.73%)		\$ 452,000.00	\$ 67,117.10	4/1/2028	\$ 250,000.00	As of 10/1/2025
Aquatic Center Bonding (20 Years)		\$ 3,345,000.00	\$ 301,600.00	8/1/2038	\$ 3,145,000.00	As of 8/1/2025
		\$ 4,457,540.10	\$ 425,851.54		\$ 4,005,118.48	
Debt Capacity - WI Department of Revenue - 2024					\$ 20,792,625.00	
% of Total Debt Capacity used						19%
65% Recommended Maximum						\$ 13,515,206.25
Amt Avail to Reach 65%						\$ 9,510,087.77
Beg of Month Cash Balances			End of Mo Cash Balances			
\$ 10,567,196.54			\$ 10,264,180.23			
			Beg Mo to End Mo Difference			
			\$ (303,016.31)			

CITY OF RICHLAND CENTER

BALANCE SHEET

SEPTEMBER 30, 2025

CITY GENERAL FUND

ASSETS

10-11001-000	CASH ON HAND-CITY OFFICE	100.00
10-11002-000	FUND CASH - CITY GENERAL CHECK	80,642.65
10-11010-000	STATE POOL #1 - GENERAL	3,745,686.85
10-11030-000	STATE POOL #3 - PANORAMA EST	281,648.35
10-11040-000	STATE POOL #4 - PROJECTS	2,637,231.26
10-11050-000	STATE POOL #5 - AFFORDABLE HOU	864,547.96
10-11060-000	STATE POOL #6 - TID 2-5	153,299.86
10-11100-000	TAX COLLECTION	660.03
10-11110-000	CDBG ACCOUNT	167,911.02
10-11200-000	RLF SAVINGS	176,963.96
10-11300-000	RLF CHECKING	1,669.45
10-11400-000	RENEW RC ACCOUNT	79,855.57
10-11900-000	CASH ON HAND - AQUATIC CENTER	37.89
10-12100-000	DELINQUENT PERSONAL PROPERTY T	45,300.26
10-14100-000	A/R - OTHER A/R	117,016.13
10-14500-000	A/R - GENERAL RECEIPTS	25,505.26
10-14600-000	DUE FROM DEVELOPERS/PANORAMA	278,571.75
10-14950-000	EST UNCOLLECTIBLE RECEIVABLES	(67,069.90)
10-15000-000	CDBG FUND - ECON DEVELOPMENT	152,308.62
10-15200-000	LOAN RECEIVABLE - RERP	2,386.44
10-15325-000	RLF RECEIVABLE - KIDS STUFF #1	67,069.90
10-15370-000	RLF RECEIVABLE - BRICKHOUSE	6.10
10-15999-000	EST UNCOLLECTIBLE-LOANS	(12,895.00)
10-16100-000	ACCTS REC - ELECTRIC UTILITY	106,878.00
10-16110-000	ACCTS REC - WATER UTILITY	123,096.00
10-16120-000	ACCTS REC - SEWER UTILITY	256.00
10-16300-000	CDBG RECEIVABLE	317,155.55
10-16350-000	RENEW RC LOAN RECEIVABLE	75,138.25
10-17100-000	PREPAID INSURANCE	16,749.71
10-18000-000	STATE POOL #2 - LANDFILL L/T	664,197.18
10-18100-000	PARKS/REC/CC ACCOUNT	12,225.27
10-18115-000	AQUATIC CENTER FUND	239,748.42
10-18130-000	RDA FUND	74,663.33
10-18140-000	ROOM TAX ACCOUNT	8,905.24
10-18150-000	CC/SC GRANT	4.00
10-18160-000	CENTENNIAL COMMITTEE ACCT/CD	2,938.16
10-18700-000	CHILD SAFETY FUNDS - RC POLICE	137.35
10-18750-000	POLICE CANINE FUND	48,771.83
10-18800-000	CEMETERY PERPETUAL CARE ACCT	4,185.58
10-18850-000	BOWEN CEMETERY	849.75
10-18900-000	LANDFILL ESCROW	628,976.05
TOTAL ASSETS		11,123,330.08

LIABILITIES AND EQUITY

CITY OF RICHLAND CENTER

BALANCE SHEET

SEPTEMBER 30, 2025

CITY GENERAL FUND

LIABILITIES

10-21000-000	VOUCHERS PAYABLE-CITY GENERAL	174,468.31	
10-21100-000	ACCOUNTS PAYABLE-OTHER A/R	(31.00)	
10-22130-000	W/H TAXES-FICA/MSS	(760.10)	
10-22200-000	EMPLOYEE SHARE-RETIREMENT	.17	
10-22210-000	EMPLOYEE SHARE-HEALTH INS	(99,362.56)	
10-22230-000	EMPLOYEE SHARE-LIFE INS	1,504.37	
10-22240-000	EMPLOYEE SHARE-AFLAC	131.30	
10-22250-000	EMPLOYEE SHARE-COMBINED INS	3,079.39	
10-22260-000	EMPLOYEE SHARE-DENTAL INS	569.99	
10-22270-000	EMPLOYEE SHARE-VISION INS	298.56	
10-22330-000	PYRL DED- SECTION 125/MED/DEP	7,653.48	
10-23300-000	ACCOUNTS DUE - LEASE/RENT DEP	750.00	
10-25000-000	DUE TO OTHER GOVERNMENT	106.18	
10-25100-000	SALES TAX	21.13	
10-26000-000	DEFERRED REVENUE (PANORAMA)	320,940.50	
10-26006-000	UNAPPLIED AR	12,499.40	
10-26140-000	POSTPONED ARPA AID	287,229.43	
10-26800-000	ADVANCE TAX COLLECTIONS	131,238.10	
TOTAL LIABILITIES			840,336.65

FUND EQUITY

10-31100-000	RESERVED FB-ADVANCE TIF DIST	1,381,265.72	
10-31110-000	RESERVED FB-SPECIAL PURPOSE	624,662.23	
10-32100-000	RESERVED SPECIAL FB-CDBG	602,432.42	
10-32110-000	RESERVED SPECIAL FB-RERP	2,386.44	
10-32120-000	RESERVED SPECIAL FB-RLF	608,090.70	
10-33100-000	DESIGNATED FB - CEMETERY	3,855.80	
10-33105-000	DESIGNATED FB - RECYCLING	29,257.04	
10-33110-000	DESIGNATED FB - COMM CENTER	24,701.68	
10-33120-000	DESIGNATED FB - POOL	5,000.00	
10-33125-000	DESIGNATED FB - DATA PROC	24,139.73	
10-33130-000	DESIGNATED FB - HISTORIC PRES	10,647.50	
10-33200-000	DESIGNATED FB - BLDGS/PROP	38,421.00	
10-33300-000	DESIGNATED FB - FUTURE PROJECT	410,922.00	
10-34100-000	DESIGNATED SPECIAL FB - CDBG	62,041.04	
10-34110-000	DESIGNATED SPECIAL FB - RLF	195,631.56	
10-35100-000	UNDESIGNATED SPECIAL FB - TIF	(1,603,911.39)	
10-36000-000	GENERAL FUND BALANCE	8,058,869.92	
REVENUE OVER EXPENDITURES - YTD		(195,419.96)	
BALANCE - CURRENT DATE		(195,419.96)	
TOTAL FUND EQUITY			10,282,993.43
TOTAL LIABILITIES AND EQUITY			11,123,330.08

CITY OF RICHLAND CENTER
BALANCE SHEET
SEPTEMBER 30, 2025

GREATER RICHLAND TOURISM

ASSETS

15-11002-000	CASH ALLOCATED TO OTHER FUNDS	25,956.24	
	TOTAL ASSETS		25,956.24

LIABILITIES AND EQUITY

LIABILITIES

15-21000-000	TOURISM VOUCHERS PAYABLE	943.68	
	TOTAL LIABILITIES		943.68

FUND EQUITY

15-31000-000	TOURISM RETAINED EARNINGS	40,123.26	
15-36000-000	TOURISM FUND BALANCE	(20,079.27)	
	REVENUE OVER EXPENDITURES - YTD	4,968.57	
	BALANCE - CURRENT DATE	4,968.57	
	TOTAL FUND EQUITY		25,012.56
	TOTAL LIABILITIES AND EQUITY		25,956.24

CITY OF RICHLAND CENTER
BALANCE SHEET
SEPTEMBER 30, 2025

LIBRARY FUND

ASSETS

20-11002-000	FUND CASH	365,405.03	
	TOTAL ASSETS		365,405.03

LIABILITIES AND EQUITY

LIABILITIES

20-21000-000	LIBRARY VOUCHERS PAYABLE	2,542.10	
20-22210-000	LIB EMPLOYEE SHARE-HEALTH INS	10,799.60	
20-22230-000	LIB EMPLOYEE SHARE-LIFE INS	(61.51)	
20-22260-000	EMPLOYEE SHARE-DENTAL INS	(26.30)	
20-22270-000	EMPLOYEE SHARE-VISION INS	39.45	
20-22320-000	LIB PYRL DEDUCTION-125 PLAN/M	(245.62)	
20-22330-000	LIB PYRL DEDUCTION-125 PLAN/D	109.09	
	TOTAL LIABILITIES		13,156.81

FUND EQUITY

20-31000-000	LIBRARY RETAINED EARNINGS	210,655.92	
	REVENUE OVER EXPENDITURES - YTD	141,592.30	
	BALANCE - CURRENT DATE	141,592.30	
	TOTAL FUND EQUITY		352,248.22
	TOTAL LIABILITIES AND EQUITY		365,405.03

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 9/30/2025	2025 Budget Less Actual	9 % S/B 75.00%
Administration Office									
Revenues									
<i>Total Regulation - Licenses & Permits:</i>	59,466.00	67,916.60	(8,450.60)	114.21%		45,178.00	26,998.79	18,179.21	59.76%
<i>Total Public Charges for Services</i>	-	-	0.00	#DIV/0!		-	23.00	(23.00)	#DIV/0!
<i>Total Interest, Dividend, and Misc. Revenues</i>	229,900.00	544,282.63	(314,382.63)	236.75%		248,600.00	346,281.06	(97,681.06)	139.29%
Administration Office Revenue Total	289,366.00	612,199.23	(322,833.23)	211.57%		293,778.00	373,302.85	(79,524.85)	127.07%
Expenses									
<i>Total City Admin / Clerk / City Treasurer / Office</i>	436,322.00	363,450.87	72,871.13	83.30%		506,355.00	376,064.20	130,290.80	74.27%
<i>Total Elections</i>	20,500.00	12,626.66	7,873.34	61.59%		14,000.00	4,538.78	9,461.22	32.42%
<i>Total Municipal Building</i>	105,500.00	103,516.81	1,983.19	98.12%		20,000.00	11,867.64	8,132.36	59.34%
Administration Office Expense Total	562,322.00	479,594.34	82,727.66	85.29%		540,355.00	392,470.62	147,884.38	72.63%
Net Total Administration Office	(272,956.00)	132,604.89	(405,560.89)	-48.58%		(246,577.00)	(19,167.77)	(227,409.23)	7.77%
Elected / Appointed Officials									
Revenues									
Expenses	83,265.00	80,700.17	2,564.83	96.92%		89,825.00	52,460.81	37,364.19	58.40%
Net Total Elected / Appointed Officials	(83,265.00)	(80,700.17)	(2,564.83)	96.92%		(89,825.00)	(52,460.81)	(37,364.19)	58.40%
Assessor									
Revenues									
Expenses	174,800.00	26,376.36	148,423.64	15.09%		18,700.00	22,604.95	(3,904.95)	120.88%
Net Total Assessor	(174,800.00)	(26,376.36)	(148,423.64)	15.09%		(18,700.00)	(22,604.95)	3,904.95	120.88%
Airport									
Revenues	35,044.00	41,568.27	(6,524.27)	118.62%		39,044.00	40,032.84	(988.84)	102.53%
Expenses	39,500.00	34,803.01	4,696.99	88.11%		55,075.00	18,847.72	36,227.28	34.22%
Net Total Airport	(4,456.00)	6,765.26	(11,221.26)	-151.82%		(16,031.00)	21,185.12	(37,216.12)	-132.15%

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 9/30/2025	2025 Budget Less Actual	9 % S/B 75.00%
Public Works - Buildings & Grounds & Streets									
Revenues									
<i>Total Buildings & Grounds</i>	2,000.00	1,302.77	697.23	65.14%		800.00	-	800.00	0.00%
<i>Total Streets</i>	431,528.00	443,339.20	(11,811.20)	102.74%		429,084.00	351,291.90	77,792.10	81.87%
<i>Buildings & Grounds Revenue Total</i>	433,528.00	444,641.97	(11,113.97)	102.56%		429,884.00	351,291.90	78,592.10	81.72%
Expenses									
<i>Total Buildings & Grounds</i>	351,525.00	312,581.04	38,943.96	88.92%		447,500.00	279,437.79	168,062.21	62.44%
<i>Total Streets</i>	892,050.00	739,012.22	153,037.78	82.84%		837,431.00	568,298.34	269,132.66	67.86%
<i>Buildings & Grounds Expense Total</i>	1,243,575.00	1,051,593.26	191,981.74	84.56%		1,284,931.00	847,736.13	437,194.87	65.98%
Net Total Public Works (B&G & Streets)	(810,047.00)	(606,951.29)	(203,095.71)	74.93%		(855,047.00)	(496,444.23)	(358,602.77)	58.06%
Building & Zoning									
Revenues	4,850.00	7,961.55	(3,111.55)	164.16%		8,050.00	15,840.09	(7,790.09)	196.77%
Expenses	101,230.00	91,069.39	10,160.61	89.96%		104,000.00	72,609.71	31,390.29	69.82%
Net Total Building & Zoning	(96,380.00)	(83,107.84)	(13,272.16)	86.23%		(95,950.00)	(56,769.62)	(39,180.38)	59.17%
Cemetery									
Revenues	30,810.00	37,560.00	(6,750.00)	121.91%		32,810.00	30,280.00	2,530.00	92.29%
Expenses	7,250.00	5,375.28	1,874.72	74.14%		10,050.00	2,012.81	8,037.19	20.03%
Net Total Cemetery	23,560.00	32,184.72	(8,624.72)	136.61%		22,760.00	28,267.19	(5,507.19)	124.20%
Economic Development									
Revenues	-	-	0.00			-	91,496.05	0.00	#DIV/0!
Expenses	179,465.00	208,610.81	(29,145.81)	116.24%		80,770.00	158,199.23	(77,429.23)	195.86%
Net Total Economic Development	(179,465.00)	(208,610.81)	29,145.81	116.24%		(80,770.00)	(66,703.18)	77,429.23	82.58%

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 9/30/2025	2025 Budget Less Actual	9 % S/B 75.00%
Public Safety									
Revenues									
Total Police Department	115,578.00	128,717.86	(13,139.86)	111.37%		121,041.00	78,392.97	42,648.03	64.77%
Total Fire & EMS	-	17,836.43	(17,836.43)	#DIV/0!		18,000.00	-	18,000.00	0.00%
Total Health & Human Services				#DIV/0!					#DIV/0!
Public Safety Revenue Total	115,578.00	146,554.29	(30,976.29)	126.80%		139,041.00	78,392.97	60,648.03	56.38%
Expenses									
Total Police Department	1,653,194.00	1,645,433.69	7,760.31	99.53%		1,665,179.00	1,198,551.59	466,627.41	71.98%
Total Fire & EMS	278,600.00	280,688.54	(2,088.54)	100.75%		268,685.00	243,998.30	24,686.70	90.81%
Total Health & Human Services	600.00	4,448.56	(3,848.56)	741.43%		2,000.00	4,067.48	(2,067.48)	203.37%
Public Safety Expense Total	1,932,394.00	1,930,570.79	1,823.21	99.91%		1,935,864.00	1,446,617.37	489,246.63	74.73%
Net Total Public Safety	(1,816,816.00)	(1,784,016.50)	(32,799.50)	98.19%		(1,796,823.00)	(1,368,224.40)	(428,598.60)	76.15%
Culture - Aquatic, CC/SC, Parks, Recreation									
Revenues									
Total Aquatic Center	165,000.00	190,232.39	(25,232.39)	115.29%		167,000.00	170,430.50	(3,430.50)	102.05%
Total Symons Center									
Total Community / Senior Center	26,400.00	43,521.63	(17,121.63)	164.85%		32,500.00	29,270.19	3,229.81	90.06%
Total Recreation	14,200.00	19,583.71	(5,383.71)	137.91%		14,300.00	19,041.01	(4,741.01)	133.15%
Total Parks	19,500.00	30,280.22	(10,780.22)	155.28%		25,500.00	24,954.02	545.98	97.86%
Parks & Recreation Revenue Total	225,100.00	283,617.95	(58,517.95)	126.00%		239,300.00	243,695.72	(4,395.72)	101.84%
Expenses									
Total Aquatic Center	250,225.00	230,787.47	19,437.53	92.23%		224,510.00	178,452.42	46,057.58	79.49%
Total Symons Center	100,000.00	54,492.06	45,507.94	54.49%		55,000.00	26,980.21	28,019.79	49.05%
Total Community / Senior Center	260,000.00	251,596.17	8,403.83	96.77%		266,766.00	195,784.87	70,981.13	73.39%
Total Recreation	44,500.00	32,594.47	11,905.53	73.25%		47,250.00	36,055.90	11,194.10	76.31%
Total Parks	60,000.00	63,443.49	(3,443.49)	105.74%		60,500.00	56,208.14	4,291.86	92.91%
Parks & Recreation Expense Total:	714,725.00	632,913.66	81,811.34	88.55%		654,026.00	493,481.54	160,544.46	75.45%
Net Total Culture	(489,625.00)	(349,295.71)	(140,329.29)	71.34%		(414,726.00)	(249,785.82)	(164,940.18)	60.23%

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 9/30/2025	2025 Budget Less Actual	9 % S/B 75.00%
Refuse									
Revenues									
<i>Total Garbage & Recycling</i>	279,000.00	291,448.80	(12,448.80)	104.46%		287,000.00	244,317.11	42,682.89	85.13%
<i>Total Landfill</i>	59,000.00	63,729.28	(4,729.28)	108.02%		69,000.00	66,944.95	2,055.05	97.02%
Refuse Revenue Total	338,000.00	355,178.08	(17,178.08)	105.08%		356,000.00	311,262.06	44,737.94	87.43%
Expenses									
<i>Total Garbage & Recycling</i>	256,500.00	169,884.58	86,615.42	66.23%		282,000.00	214,586.37	67,413.63	76.09%
<i>Total Landfill</i>	74,420.00	96,888.18	(22,468.18)	130.19%		85,770.00	55,528.79	30,241.21	64.74%
Refuse Expense Total	330,920.00	266,772.76	64,147.24	80.62%		367,770.00	270,115.16	97,654.84	73.45%
Net Total Refuse	7,080.00	88,405.32	(81,325.32)	1248.66%		(11,770.00)	41,146.90	(52,916.90)	-349.59%
Fire Calls									
Revenues	22,000.00	25,998.00				25,000.00	14,594.00	10,406.00	58.38%
Expenses	25,000.00	30,088.00	(5,088.00)	120.35%		20,000.00	12,894.00	7,106.00	64.47%
Net Total Fire Calls	(3,000.00)	(4,090.00)	5,088.00	136.33%		5,000.00	1,700.00	3,300.00	34.00%
Taxi									
Revenues	119,000.00	290,053.69				375,000.00	103,444.00	271,556.00	27.59%
Expenses	160,000.00	339,965.62	(179,965.62)	212.48%		375,000.00	223,577.86	151,422.14	59.62%
Net Total Streets	(41,000.00)	(49,911.93)	179,965.62	121.74%		1.00	(120,133.86)	120,133.86	#####
Room Tax / Tourism (City Portion Only - 30% Revenue, 50% Wages & Benefits GRT Director & 100% RR Depot Building)									
Revenues	54,060.00	102,850.10	(48,790.10)	190.25%		122,375.00	27,644.08	94,730.92	22.59%
Expenses	159,707.00	817,165.86	(657,458.86)	511.67%		150,843.00	41,347.97	109,495.03	27.41%
Net Room Tax /Tourism	(105,647.00)	(714,315.76)	608,668.76	676.13%		(28,468.00)	(13,703.89)	(14,764.11)	48.14%

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 9/30/2025	2025 Budget Less Actual	9 % S/B 75.00%
All Other - Not listed within a Specific Department									
Revenues									
Total Tax Levy	2,375,000.00	2,375,000.13	(0.13)	100.00%		2,332,552.00	2,332,552.00	0.00	100.00%
Total Other Taxes (PILOT, Mobile Homes, Etc)	642,853.00	637,178.27	5,674.73	99.12%		544,000.00	443,309.90	100,690.10	81.49%
Total Intergvmnt'l - State & Fed Aid + Grants + Utility Reimb	41,248.00	136,646.75	(95,398.75)	331.28%				0.00	#DIV/0!
Total Franchise Fees			0.00	#DIV/0!				0.00	#DIV/0!
Total Interest Income			0.00	#DIV/0!				0.00	#DIV/0!
Total Miscellaneous Revenues	1,778,688.00	1,633,361.67	145,326.33	91.83%		1,990,753.00	545,590.35	1,445,162.65	27.41%
All Other Revenue Total	4,837,789.00	4,782,186.82	55,602.18	98.85%		4,867,305.00	3,321,452.25	1,545,852.75	68.24%
Expenses									
Total Insurance	205,600.00	123,781.49	81,818.51	60.21%		293,700.00	216,310.71	77,389.29	73.65%
Total Audit & Legal	146,000.00	117,051.94	28,948.06	80.17%		152,500.00	92,496.00	60,004.00	60.65%
Total Data Processing	40,000.00	54,183.09	(14,183.09)	135.46%		54,300.00	32,777.95	21,522.05	60.36%
Total Celebrations	-	-	0.00	#DIV/0!		-	-	0.00	#DIV/0!
Total Debt Service	531,175.00	421,100.00	110,075.00	79.28%		416,384.00	363,130.26	53,253.74	87.21%
Total Unallocated Contingency	125,000.00	7,242.42	117,757.58	5.79%		42,670.00	4,083.52	38,586.48	9.57%
All Other Expense Total	1,047,775.00	723,358.94	324,416.06	69.04%		959,554.00	708,798.44	250,755.56	73.87%
Net Total All Other	3,790,014.00	4,058,827.88	(268,813.88)	107.09%		3,907,751.00	2,612,653.81	1,295,097.19	66.86%
Capital Outlay									
Revenues									
ARPA Funds	30,000.00	70,320.50	(40,320.50)	234.40%		123,000.00	-	123,000.00	0.00%
Grant Funds	4,151,590.00	-	4,151,590.00	0.00%		3,140,000.00	96,559.73	3,043,440.27	3.08%
Other Miscellaneous	1,910,000.00	(676.86)	1,910,676.86	-0.04%		5,000.00	2,810.98	2,189.02	56.22%
Transfers In	-	-	0.00	#DIV/0!		-	-	0.00	#DIV/0!
Capital Outlay Revenue Total	6,091,590.00	69,643.64	6,021,946.36	1.14%		3,268,000.00	99,370.71	3,168,629.29	3.04%
Expenses									
Capital Outlay Expense Total	3,480,000.00	758,966.30	2,721,033.70	21.81%		3,781,250.00	107,201.16	3,674,048.84	2.84%
Net Total All Other	2,611,590.00	(689,322.66)	3,300,912.66	-26.39%		(513,250.00)	(7,830.45)	(505,419.55)	1.53%

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%	2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 9/30/2025	2025 Budget Less Actual	9 % S/B 75.00%
Revenues	\$ 12,596,715.00	\$ 7,200,013.59	\$ 5,571,753.10	57.16%	\$ 10,195,587.00	\$ 5,102,099.52	\$ 5,184,983.53	50.04%
Expenditures	\$ 10,241,928.00	\$ 7,477,924.55	\$ 2,764,003.45	73.01%	\$ 10,428,013.00	\$ 4,870,975.48	\$ 5,557,037.52	46.71%
Library Transfer Out	\$ 290,000.00	\$ 290,000.00	\$ -	100.00%	\$ 306,969.00	\$ 306,969.00	\$ -	100.00%
		\$ -						
Net Revenue Less Expenditure	\$ 2,064,787.00	\$ (567,910.96)	\$ 2,807,749.65		\$ (539,395.00)	\$ (75,844.96)	\$ (372,053.99)	
Ferguson Land Purchase (Contingency Funds)		\$ 646,468.29						
Actual Net / Revenue Over Expense		\$ 78,557.33			\$ 6,646,763.00			
	\$ -	\$ -			\$ -	\$ -		
	\$ -	\$ -			\$ -	\$ -		

Greater Richland Tourism

Revenues								
Total City Room Tax Dollars	-	58,362.31	(58,362.31)	#DIV/0!	60,000.00	44,328.82	15,671.18	73.88%
Total Other Muni Room Tax Dollars	-	103,629.88	(103,629.88)	#DIV/0!	45,000.00	34,233.61	10,766.39	76.07%
Total MISCELLANEOUS REVENUES:	-	1,381.39	(1,381.39)	#DIV/0!	600.00	730.49	(130.49)	121.75%
GRT Revenue Total:	-	163,373.58	(163,373.58)	#DIV/0!	105,600.00	79,292.92	26,307.08	75.09%
Expenses - Greater Richland Tourism	-	106,952.40	(106,952.40)	#DIV/0!	99,257.05	74,324.35	24,932.70	74.88%
Net Total Greater Richland Tourism	-	56,421.18	(56,421.18)	#DIV/0!	6,342.95	4,968.57	1,374.38	78.33%

Library

Revenues								
Total Levy Funds from City	290,000.00	290,000.00	0.00	100.00%	306,969.00	306,969.00	0.00	100.00%
Total County Funds	134,591.00	134,594.78	(3.78)	100.00%	143,836.00	136,386.10	7,449.90	94.82%
Total MISCELLANEOUS REVENUES:	13,200.00	21,662.58	(8,462.58)	164.11%	16,000.00	20,435.56	(4,435.56)	127.72%
Library Revenue Total:	437,791.00	446,257.36	(8,466.36)	101.93%	466,805.00	463,790.66	3,014.34	99.35%
Expenses - Library	437,791.00	413,388.35	24,402.65	94.43%	466,805.00	322,198.36	144,606.64	69.02%
Net Total Library	-	32,869.01	(32,869.01)	#DIV/0!	-	141,592.30	(141,592.30)	#DIV/0!

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
ABT SWAYNE LAW LLC	10/28/2025	Legal:City Administration / General	\$ 6,780.00				
ABT SWAYNE LAW LLC	10/28/2025	Legal:Meetings - Common Council and Board of Review	\$ 1,035.00				
ABT SWAYNE LAW LLC	10/28/2025	Legal:Ordinance/Traffic	\$ 596.00				
TOTAL	ABT SWAYNE LAW LLC			\$ 8,411.00			
Accurate Appraisal LLC	10/1/2025	Accurate Appraisal - Mo Assessment Services - Sept 2025	\$ 3,750.00		10/24/2025		
TOTAL	Accurate Appraisal LLC			\$ 3,750.00			
ADDED TOUCH FLORAL	9/12/2025	Police: Pat Mueller Plant	\$ 69.00		10/24/2025		
TOTAL	ADDED TOUCH FLORAL			\$ 69.00			
AFLAC	10/8/2025	AFLAC AFLAC AFTER TAX Pay Period: 10/3/2025	\$ 36.86		10/24/2025		
AFLAC	10/8/2025	AFLAC AFLAC PRE TAX Pay Period: 10/3/2025	\$ 48.63		10/24/2025		
AFLAC	10/22/2025	AFLAC AFLAC AFTER TAX Pay Period: 10/17/2025	\$ 36.85		10/24/2025		
AFLAC	10/22/2025	AFLAC AFLAC PRE TAX Pay Period: 10/17/2025	\$ 48.61		10/24/2025		
TOTAL	AFLAC			\$ 170.95			
ALERE TOXICOLOGY SERVICE	9/30/2025	Police: Pre-Employment Drug Screen	\$ 70.13		10/24/2025		
TOTAL	ALERE TOXICOLOGY SERVICE			\$ 70.13			
ALL AMERICAN DO IT CENTER	10/23/2025	PW/B&G: Sand Box in Red Park	\$ 47.96				
TOTAL	ALL AMERICAN DO IT CENTER			\$ 47.96			
ALLIANT ENERGY/WPL	10/9/2025	Airport: Cty Hwy B Hanger	\$ 29.91		10/24/2025		
ALLIANT ENERGY/WPL	10/9/2025	Airport: Cty Hwy B Runway Lt	\$ 135.13		10/24/2025		
ALLIANT ENERGY/WPL	10/10/2025	PW/B&G: Hwy 80 Shelter	\$ 16.83		10/24/2025		
ALLIANT ENERGY/WPL	10/15/2025	PW/Streets: Street Lts 14-Walmart	\$ 17.22		10/24/2025		
TOTAL	ALLIANT ENERGY/WPL			\$ 199.09			
AMAZON CAPITAL SERVICES	10/8/2025	PW/B&G: Mower Spindle Assembly	\$ 162.86				
AMAZON CAPITAL SERVICES	10/9/2025	PW/B&G: Deck Drive Belt for 61 Mower"	\$ 67.81				
AMAZON CAPITAL SERVICES	10/8/2025	CC/SC: Recreation Program Exp - Tissue Paper, Treats, and Ziploc Bags	\$ 117.99			Park	10/24/2025
AMAZON CAPITAL SERVICES	10/27/2025	City Office: Shredder, Pens, and DoorBell	\$ 313.61				
AMAZON CAPITAL SERVICES	10/27/2025	PW/B&G: Dog Waste Bags	\$ 85.98				
AMAZON CAPITAL SERVICES	8/19/2025	PW/B&G: Hand Soap	\$ 50.22				
AMAZON CAPITAL SERVICES	10/22/2025	PW/B&G: New Starter Motor	\$ 82.26				
AMAZON CAPITAL SERVICES	10/24/2025	PW/Airport: Hinged Door Lock	\$ 17.69				
TOTAL	AMAZON CAPITAL SERVICES			\$ 898.42			
American Heritage Life Insurance Company	10/8/2025	SUPPLEMENTAL INSURANCE ALLSTATEPOSTTAX Pay Period: 10/3/2025	\$ 83.56		10/24/2025		
American Heritage Life Insurance Company	10/22/2025	SUPPLEMENTAL INSURANCE ALLSTATEPOSTTAX Pay Period: 10/17/2025	\$ 83.56		10/24/2025		
TOTAL	American Heritage Life Insurance Company			\$ 167.12			
ASSOCIATED BALANCE HEARING	10/20/2025	POLICE: Officer Audio Grams	\$ 316.40				
TOTAL	ASSOCIATED BALANCE HEARING			\$ 316.40			
ASSURITY LIFE INSURANCE COMPANY	10/8/2025	ASSURITYPOSTTAX Pay Period: 10/3/2025	\$ 43.16		10/24/2025		
ASSURITY LIFE INSURANCE COMPANY	10/22/2025	ASSURITYPOSTTAX Pay Period: 10/17/2025	\$ 43.15		10/24/2025		
TOTAL	ASSURITY LIFE INSURANCE COMPANY			\$ 86.31			
AUTO ZONE	9/18/2025	Police: Squad Car - 2016 Ford Exploerer Wiper Blades	\$ 44.37		10/24/2025		
TOTAL	AUTO ZONE			\$ 44.37			
BROOKS TRACTOR INC	10/8/2025	PW/streets: loader repair - Council Approved 7/1/2025	\$ 1,814.72		10/24/2025		
BROOKS TRACTOR INC	10/8/2025	PW/streets: loader repair - Council Approved 7/1/2025	\$ 29,654.31		10/24/2025		

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
TOTAL	BROOKS TRACTOR INC			\$ 31,469.03			
CAPITAL ONE	9/24/2025	CC/SC: WSRC Supplies	\$ 43.24			Park	10/24/2025
TOTAL	CAPITAL ONE			\$ 43.24			
CITY UTILITIES	10/21/2025	Insurance: Workmans Comp Audit Adjustment - Utility Portion	\$ 1,908.32				
CITY UTILITIES	10/24/2025	PW: Leachaate Hauled from Landfill 3rd	\$ 525.00				
TOTAL	CITY UTILITIES			\$ 2,433.32			
COMPLETE OFFICE OF WISCONSIN	10/10/2025	Police: Copy Paper	\$ 449.91				
COMPLETE OFFICE OF WISCONSIN	10/17/2025	Polcie: Sticky Notes & Calendars	\$ 43.72				
COMPLETE OFFICE OF WISCONSIN	10/20/2025	Police: Calendars	\$ 19.17				
COMPLETE OFFICE OF WISCONSIN	10/20/2025	Police: Calendars	\$ 9.09				
COMPLETE OFFICE OF WISCONSIN	10/28/2025	Police: Office Supplies	\$ 16.99				
TOTAL	COMPLETE OFFICE OF WISCONSIN			\$ 538.88			
Delta Dental	10/1/2025	Payroll: Vision Insurance - 10/2025	\$ 309.28		10/15/2025		
Delta Dental	10/1/2025	Payroll: Vision Insurance - 10/2025	\$ 93.76		10/15/2025		
Delta Dental	10/1/2025	Payroll: Dental_Suppl Select Plus Plan - 10/2025	\$ 325.14		10/15/2025		
Delta Dental	10/1/2025	Payroll: Dental_Suppl Select Plan - 10/2025	\$ 74.36		10/15/2025		
Delta Dental	10/1/2025	Payroll: Dental_Suppl Select Plan - 10/2025	\$ 34.00		10/15/2025		
Delta Dental	10/1/2025	Payroll: Dental_Suppl Select Plan - 10/2025	\$ 9.08		10/15/2025		
Delta Dental	10/1/2025	Payroll: Dental_Suppl Select Plus Plan - 10/2025	\$ 5.72		10/15/2025		
Delta Dental	10/16/2025	Payroll: Vision Insurance - 11/2025	\$ 253.26		10/27/2025		
Delta Dental	10/16/2025	Payroll: Vision Insurance - 11/2025	\$ 93.76		10/27/2025		
Delta Dental	10/16/2025	Payroll: Vision Insurance - 11/2025	\$ 5.72		10/27/2025		
Delta Dental	10/16/2025	Payroll: Dental Suppl Select - 11/2025	\$ 67.16		10/27/2025		
Delta Dental	10/16/2025	Payroll: Dental Suppl Select - 11/2025	\$ 43.08		10/27/2025		
Delta Dental	10/16/2025	Payroll: Dental Suppl Select - 11/2025	\$ 9.08		10/27/2025		
Delta Dental	10/16/2025	Payroll: Dental_Suppl Select Plus Plan - 11/2025	\$ 303.54		10/27/2025		
TOTAL	Delta Dental			\$ 1,626.94			
FIRST ADVANTAGE OCC HEAL	9/30/2025	Utility: drug testing collection surcharge	\$ 17.25		10/24/2025		
TOTAL	FIRST ADVANTAGE OCC HEAL			\$ 17.25			
FRONTIER	10/8/2025	PW/Refuse: landfill phone	\$ 112.90		10/24/2025		
FRONTIER	10/9/2025	AIRPORT: 4237 internet/phone	\$ 124.52		10/24/2025		
FRONTIER	10/9/2025	AIRPORT: 0969 INTERNET/PHONE	\$ 124.52		10/24/2025		
FRONTIER	10/1/2025	Police: Voice Grade Channel Termination	\$ 10.70		10/24/2025		
TOTAL	FRONTIER			\$ 372.64			
GENUINE TELECOM	10/1/2025	Police: Telephone & Fax	\$ 151.26		10/24/2025		
TOTAL	GENUINE TELECOM			\$ 151.26			
HEALTH COMPASS INC	10/8/2025	HCWELSVK Pay Period: 10/3/2025	\$ 40.00				
HEALTH COMPASS INC	10/8/2025	HCWELSVK Pay Period: 10/3/2025	\$ 35.00				
HEALTH COMPASS INC	10/22/2025	HCWELSVK Pay Period: 10/17/2025	\$ 40.00				
HEALTH COMPASS INC	10/22/2025	HCWELSVK Pay Period: 10/17/2025	\$ 35.00				
TOTAL	HEALTH COMPASS INC			\$ 150.00			
Innovative Public Advisors	10/15/2025	recreation center study	\$ 31,000.00				
TOTAL	Innovative Public Advisors			\$ 31,000.00			
INTERNAL REVENUE SERVICE	10/8/2025	FICA/FED TAXES SOCIAL SECURITY Pay Period: 10/3/2025	\$ 4,931.20		10/10/2025		

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

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INTERNAL REVENUE SERVICE	10/8/2025	FICA/FED TAXES FEDERAL WITHHOLDING TAX Pay Period: 10/3/2025	\$ 6,157.43		10/10/2025		
INTERNAL REVENUE SERVICE	10/8/2025	FICA/FED TAXES SOCIAL SECURITY Pay Period: 10/3/2025	\$ 4,931.20		10/10/2025		
INTERNAL REVENUE SERVICE	10/8/2025	FICA/FED TAXES MEDICARE Pay Period: 10/3/2025	\$ 1,153.24		10/10/2025		
INTERNAL REVENUE SERVICE	10/8/2025	FICA/FED TAXES MEDICARE Pay Period: 10/3/2025	\$ 1,153.24		10/10/2025		
INTERNAL REVENUE SERVICE	10/22/2025	FICA/FED TAXES SOCIAL SECURITY Pay Period: 10/17/2025	\$ 4,730.70		10/27/2025		
INTERNAL REVENUE SERVICE	10/22/2025	FICA/FED TAXES FEDERAL WITHHOLDING TAX Pay Period: 10/17/2025	\$ 6,262.55		10/27/2025		
INTERNAL REVENUE SERVICE	10/22/2025	FICA/FED TAXES SOCIAL SECURITY Pay Period: 10/17/2025	\$ 4,730.70		10/27/2025		
INTERNAL REVENUE SERVICE	10/22/2025	FICA/FED TAXES MEDICARE Pay Period: 10/17/2025	\$ 1,106.36		10/27/2025		
INTERNAL REVENUE SERVICE	10/22/2025	FICA/FED TAXES MEDICARE Pay Period: 10/17/2025	\$ 1,106.36		10/27/2025		
TOTAL	INTERNAL REVENUE SERVICE			\$ 36,262.98			
IWMTV	9/30/2025	GREATER RICHLAND TOURISM STREAMING TV ADVERTISING	\$ 2,499.98				
IWMTV	9/30/2025	GREATER RICHLAND TOURISM STREAMING TV ADVERTISING	\$ 1,249.97				
TOTAL	IWMTV			\$ 3,749.95			
JOHNSON BLOCK & COMPANY,	10/7/2025	City Admin/Office - Audit: 2024 Financials Final Billing	\$ 14,000.00				
JOHNSON BLOCK & COMPANY,	10/7/2025	City Admin/Office - Audit: 2024 Form C and Submission	\$ 1,420.00				
JOHNSON BLOCK & COMPANY,	10/7/2025	City Admin/Office - Audit: TIF PE 300 & Submission	\$ 600.00				
JOHNSON BLOCK & COMPANY,	10/7/2025	City Admin/Office - Audit: GASB No 34 Reporting	\$ 3,496.00				
JOHNSON BLOCK & COMPANY,	10/7/2025	City Admin/Office - Audit: GASB 68 & 75 Reporting	\$ 1,500.00				
JOHNSON BLOCK & COMPANY,	10/7/2025	City Admin/Office - Audit: TID #6 Accounting & AR	\$ 1,155.00				
TOTAL	JOHNSON BLOCK & COMPANY,			\$ 22,171.00			
JONES CHEVROLET	10/14/2025	POLICE: 2024 Silverado Oil Change & Tire Rotation	\$ 72.30		10/24/2025		
TOTAL	JONES CHEVROLET			\$ 72.30			
KOELSCH, BEN	10/15/2025	Elected: 1 Council, 2 Co Exec/Finance, 1 Co Board, 2 School Board, 1 Annual School Board	\$ 1,933.75				
TOTAL	KOELSCH, BEN			\$ 1,933.75			
MARTIN EQUIPMENT	10/21/2025	PW: Snow PUSher Wear Shoes	\$ 980.00				
TOTAL	MARTIN EQUIPMENT			\$ 980.00			
NAPA AUTO PARTS	10/14/2025	PW/B&G: #2 Dixie Front Wheel Spindle Bearings	\$ 55.96				
NAPA AUTO PARTS	10/15/2025	PW/B&G: oil filter	\$ 22.75				
TOTAL	NAPA AUTO PARTS			\$ 78.71			
NEUMAN POOLS INC	9/30/2025	PW/Aquatic: Maintenance & Repair	\$ 3,236.50		10/24/2025	Park	10/24/2025
TOTAL	NEUMAN POOLS INC			\$ 3,236.50			
PARKER, LESTER L & KAREN	10/17/2025	CC/SC: Meeting Room Cancellation - Refund	\$ 95.00				
TOTAL	PARKER, LESTER L & KAREN			\$ 95.00			
PREMIER CO-OP	9/30/2025	PW/Streets: Fuel	\$ 162.36		10/24/2025		
TOTAL	PREMIER CO-OP			\$ 162.36			
RHYME BUSINESS PRODUCTS-DALLAS	10/27/2025	CC/SC: Copier Lease	\$ 171.89				
RHYME BUSINESS PRODUCTS-PORTAGE	10/23/2025	Tourism: Copier Lease	\$ 40.00				
TOTAL	RHYME BUSINESS PRODUCTS-DALLAS			\$ 211.89			
RICHLAND CENTER POLICE PROFESSIONAL	10/8/2025	UNION DUES POLICE UNION DUES Pay Period: 10/3/2025	\$ 218.25		10/24/2025		
RICHLAND CENTER POLICE PROFESSIONAL	10/22/2025	UNION DUES POLICE UNION DUES Pay Period: 10/17/2025	\$ 242.50		10/24/2025		
TOTAL	RICHLAND CENTER POLICE PROFESSIONAL			\$ 460.75			
RICHLAND CENTER UTILITIE	10/13/2025	North End of Central	\$ 24.15				
RICHLAND CENTER UTILITIE	10/13/2025	Flashers Main & Second	\$ 12.50				

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

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RICHLAND CENTER UTILITIE	10/13/2025	5TH & Main	\$ 252.78				
RICHLAND CENTER UTILITIE	10/13/2025	Main & Sixth	\$ 386.60				
RICHLAND CENTER UTILITIE	10/13/2025	Intersection First &	\$ 347.99				
RICHLAND CENTER UTILITIE	10/13/2025	W Mill-Linear Park	\$ 27.37				
RICHLAND CENTER UTILITIE	10/13/2025	Footbridge Congress	\$ 88.33				
RICHLAND CENTER UTILITIE	10/13/2025	Foundry Dr	\$ 860.69				
RICHLAND CENTER UTILITIE	10/13/2025	Bike Path	\$ 23.12				
RICHLAND CENTER UTILITIE	10/13/2025	80 HIGHWAY & 14	\$ 114.62				
RICHLAND CENTER UTILITIE	10/13/2025	14 Intersection HWY & 8	\$ 240.44				
RICHLAND CENTER UTILITIE	10/13/2025	US HWY 14 W	\$ 341.99				
RICHLAND CENTER UTILITIE	10/13/2025	Krouskop Park	\$ 133.83				
RICHLAND CENTER UTILITIE	10/13/2025	Westside Park-Footbridge	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	West End of Foot Bridge	\$ 9.76				
RICHLAND CENTER UTILITIE	10/13/2025	14 US HWY W	\$ 417.84				
RICHLAND CENTER UTILITIE	10/13/2025	Between Dike & Scorebd	\$ 12.50				
RICHLAND CENTER UTILITIE	10/13/2025	US HWY 14 W-B.Fields	\$ 247.03				
RICHLAND CENTER UTILITIE	10/13/2025	Event Meter	\$ 17.21				
RICHLAND CENTER UTILITIE	10/13/2025	N Orange-Meyer Bldg	\$ 112.65				
RICHLAND CENTER UTILITIE	10/13/2025	N Orange-Meyer Bldg	\$ 153.48				
RICHLAND CENTER UTILITIE	10/13/2025	1050 N Orange St	\$ 1,406.22				
RICHLAND CENTER UTILITIE	10/13/2025	Pool transformer	\$ 137.60				
RICHLAND CENTER UTILITIE	10/13/2025	1055 N Orange-Bath House	\$ 199.81				
RICHLAND CENTER UTILITIE	10/13/2025	Pippin (Fountain)	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	Ferguson (Fountain)	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	1055 N Orange-Park Pool	\$ 1,729.60				
RICHLAND CENTER UTILITIE	10/13/2025	Krouskop Park Footbr	\$ 14.87				
RICHLAND CENTER UTILITIE	10/13/2025	Park Dept Garage	\$ 84.15				
RICHLAND CENTER UTILITIE	10/13/2025	Pavilion	\$ 16.52				
RICHLAND CENTER UTILITIE	10/13/2025	8TH & Jefferson (Keepers)	\$ 17.24				
RICHLAND CENTER UTILITIE	10/13/2025	WA Fountain-Keepers	\$ 41.10				
RICHLAND CENTER UTILITIE	10/13/2025	Park Dept Garage	\$ 64.12				
RICHLAND CENTER UTILITIE	10/13/2025	Rotary Meter Lights	\$ 12.88				
RICHLAND CENTER UTILITIE	10/13/2025	Anderson (Fountain)	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	Anderson Shelter	\$ 13.00				
RICHLAND CENTER UTILITIE	10/13/2025	Tennis Court (Fountain)	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	1100 Block N Main Parking	\$ 13.87				
RICHLAND CENTER UTILITIE	10/13/2025	Tennis Court Lights	\$ 133.95				
RICHLAND CENTER UTILITIE	10/13/2025	Lions/Conc(Fountain)	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	N Park Ballfields	\$ 342.28				
RICHLAND CENTER UTILITIE	10/13/2025	Williams Shelter	\$ 13.23				
RICHLAND CENTER UTILITIE	10/13/2025	N Park Access Rd by Flag	\$ 12.50				
RICHLAND CENTER UTILITIE	10/13/2025	80 HWY North Bridge	\$ 193.30				
RICHLAND CENTER UTILITIE	10/13/2025	North Park Footbridge	\$ 28.74				
RICHLAND CENTER UTILITIE	10/13/2025	Pond- Klingaman Shelter	\$ 13.35				
RICHLAND CENTER UTILITIE	10/13/2025	Klingaman (Fountain)	\$ 10.50				

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
RICHLAND CENTER UTILITIE	10/13/2025	For Dike Alarm City	\$ 13.44				
RICHLAND CENTER UTILITIE	10/13/2025	North Park Pond	\$ 173.09				
RICHLAND CENTER UTILITIE	10/13/2025	Lions Shelter/Conc	\$ 50.22				
RICHLAND CENTER UTILITIE	10/13/2025	US HWY 80 N & Ind	\$ 52.52				
RICHLAND CENTER UTILITIE	10/13/2025	Cemetery-10th Street	\$ 39.60				
RICHLAND CENTER UTILITIE	10/13/2025	Tenth & Cedar	\$ 892.97				
RICHLAND CENTER UTILITIE	10/13/2025	3 RT Landfill	\$ 101.15				
RICHLAND CENTER UTILITIE	10/13/2025	E Robb Rd	\$ 860.69				
RICHLAND CENTER UTILITIE	10/13/2025	141 W Robb Rd Street Dep	\$ 182.62				
RICHLAND CENTER UTILITIE	10/13/2025	141 W Robb Rd Street Dep	\$ 112.28				
RICHLAND CENTER UTILITIE	10/13/2025	W Robb Rd	\$ 849.94				
RICHLAND CENTER UTILITIE	10/13/2025	141 W Robb Rd Street Dep	\$ 11.32				
RICHLAND CENTER UTILITIE	10/13/2025	Industrial Park Sign	\$ 103.91				
RICHLAND CENTER UTILITIE	10/13/2025	151 Ind Drive-Dog Park	\$ 56.11				
RICHLAND CENTER UTILITIE	10/13/2025	Cemetery-Parkinson/AA	\$ 39.60				
RICHLAND CENTER UTILITIE	10/13/2025	Park & Tenth Sts	\$ 32.28				
RICHLAND CENTER UTILITIE	10/13/2025	133 W Robb Rd	\$ 217.78				
RICHLAND CENTER UTILITIE	10/13/2025	Bohmann Dr	\$ 13.23				
RICHLAND CENTER UTILITIE	10/13/2025	Court & Church St	\$ 532.56				
RICHLAND CENTER UTILITIE	10/13/2025	14 New Highway East	\$ 183.40				
RICHLAND CENTER UTILITIE	10/13/2025	450 S Main St	\$ 749.86				
RICHLAND CENTER UTILITIE	10/13/2025	450 S Main St	\$ 230.74				
RICHLAND CENTER UTILITIE	10/13/2025	EV Charging Station	\$ 101.44				
RICHLAND CENTER UTILITIE	10/13/2025	Burton & Main St	\$ 138.33				
RICHLAND CENTER UTILITIE	10/13/2025	Dump Station-Old WWTP	\$ 28.60				
RICHLAND CENTER UTILITIE	10/13/2025	Cold Storage Bldg	\$ 34.73				
RICHLAND CENTER UTILITIE	10/13/2025	397 W Seminary St	\$ 120.91				
RICHLAND CENTER UTILITIE	10/13/2025	Mill Pond Campground	\$ 168.70				
RICHLAND CENTER UTILITIE	10/13/2025	Aud City Parking Lot	\$ 88.48				
RICHLAND CENTER UTILITIE	10/13/2025	Mill & Main	\$ 883.80				
RICHLAND CENTER UTILITIE	10/13/2025	Cemetary Bldg	\$ 18.95				
RICHLAND CENTER UTILITIE	10/13/2025	Cemetary Garage	\$ 43.41				
RICHLAND CENTER UTILITIE	10/13/2025	Cemetery-Saloutus/Park	\$ 39.60				
TOTAL	RICHLAND CENTER UTILITIE			\$ 15,661.57			
RICHLAND COUNTY AMBULANCE	10/9/2025	Admin/City Office: monthly service fee	\$ 9,590.00				
TOTAL	RICHLAND COUNTY AMBULANCE			\$ 9,590.00			
RICHLAND COUNTY CLERK	10/3/2025	2ND 1/2 2025 SYMONS PAYMENT	\$ 26,980.20				
TOTAL	RICHLAND COUNTY CLERK			\$ 26,980.20			
RICHLAND COUNTY HIGHWAY	10/20/2025	PW: Pre-Ordered salt - 330 for 2025-2026 Winter	\$ 35,572.15				
TOTAL	RICHLAND COUNTY HIGHWAY			\$ 35,572.15			
RICHLAND COUNTY TREASURER	10/29/2025	Office: Property Tax Envelopes from County	\$ 228.76				
TOTAL	RICHLAND COUNTY TREASURER			\$ 228.76			
RICHLAND FIRE DISTRICT	9/28/2025	Incident #225178, 09/28/2025, William Trevorrow - Accident	\$ 600.00				
RICHLAND FIRE DISTRICT	10/1/2025	Incident #225182, 10/01/2025, Joanne Harris, Cooking Flre	\$ 600.00				
RICHLAND FIRE DISTRICT	10/10/2025	Incident #225187, Hillside Depot Alarm, 10/10/2025	\$ 300.00				

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Item 3.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
TOTAL	RICHLAND FIRE DISTRICT			\$ 1,500.00			
RICHLAND OBSERVER	9/30/2025	Publications: Assessment Roll	\$ 151.45				
RICHLAND OBSERVER	9/30/2025	Publications: July 1 Meeting Minutes	\$ 256.44				
RICHLAND OBSERVER	9/30/2025	Publications: July 22 Meeting Minutes	\$ 75.09				
RICHLAND OBSERVER	9/30/2025	Publications: August 5 Meeting Minutes	\$ 262.11				
RICHLAND OBSERVER	9/30/2025	Publications: Ordinance #2025-06	\$ 60.00				
RICHLAND OBSERVER	9/30/2025	Publications: Ordinance #2025-07	\$ 60.00				
RICHLAND OBSERVER	10/21/2025	Senior Center: Subscription Renewal	\$ 47.00				
TOTAL	RICHLAND OBSERVER			\$ 912.09			
Sarah Claire Woodall	10/10/2025	PW/CC/SW: reservation cancellation refund	\$ 90.00		10/24/2025		
TOTAL	Sarah Claire Woodall			\$ 90.00			
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 82.97				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
SCHILLING SUPPLY COMPANY	10/28/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 38.73				
TOTAL	SCHILLING SUPPLY COMPANY			\$ 392.81			
SCOTT CONSTRUCTION, INC	10/23/2025	PW/Streets:Cold Mix Patch	\$ 871.20				
TOTAL	SCOTT CONSTRUCTION, INC			\$ 871.20			
SHOPPING NEWS, INC	9/30/2025	PW/CC/SC: CC Promo Materials	\$ 1,216.90		10/24/2025	Park	10/24/2025
TOTAL	SHOPPING NEWS, INC			\$ 1,216.90			
SIMPSON'S TRACTOR, INC	9/25/2025	PW/Airport: Oil Change, Filters, Check Up	\$ 540.05		10/24/2025		
SIMPSON'S TRACTOR, INC	9/4/2025	PW/B&G: belt for NH Tractor Deck	\$ 94.38		10/24/2025		
TOTAL	SIMPSON'S TRACTOR, INC			\$ 634.43			
Slama Equipment	10/22/2025	PW/Streets: 10W30 Gallon	\$ 34.99				
TOTAL	Slama Equipment			\$ 34.99			
SOUTHWESTERN WI REGIONAL	9/30/2025	Cemetery GIS Mapping	\$ 250.00				
TOTAL	SOUTHWESTERN WI REGIONAL			\$ 250.00			
TC AUTOWORKS LLC	10/21/2025	Police: Oil Change 17 Interceptor #18907	\$ 103.69				
TOTAL	TC AUTOWORKS LLC			\$ 103.69			
THE HOMESTEADER'S STORE	10/21/2025	PW/B&G: LS Tractor deck work	\$ 278.32				
TOTAL	THE HOMESTEADER'S STORE			\$ 278.32			
THE PSYCHOLOGY CENTER	9/8/2025	POLICE: PreEmployment Testing	\$ 475.00		10/24/2025		
TOTAL	THE PSYCHOLOGY CENTER			\$ 475.00			
U S CELLULAR	10/10/2025	PW/Streets: 304-608-7179 Flood Warning Signals	\$ 40.81				
U S CELLULAR	10/18/2025	PW/office: DPW Cell	\$ 56.20				
U S CELLULAR	10/18/2025	PW/Parks: Parks Cell	\$ 56.20				
U S CELLULAR	10/18/2025	PW/Streets: Streets Cell	\$ 72.28				
U S CELLULAR	10/18/2025	Admin/city office: Clerk/Treas Cell	\$ 59.11				
U S CELLULAR	10/18/2025	Admin/city office: Mayor Cell	\$ 56.20				
U S CELLULAR	10/18/2025	PW/Cemetery: Tess Cell	\$ 59.11				

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
U S CELLULAR	10/18/2025	PW/CC/SC: Mieden Cell	\$ 56.20			Park	10/24/2025
U S CELLULAR	10/18/2025	Admin/city office: DPW Cell	\$ (9.25)				
U S CELLULAR	10/18/2025	PW/Parks: Parks Cell	\$ (9.25)				
U S CELLULAR	10/18/2025	PW/Streets: Streets Cell	\$ (9.25)				
U S CELLULAR	10/18/2025	Admin/city office: Clerk/Treas Cell	\$ (9.25)				
U S CELLULAR	10/18/2025	Admin/city office: Mayor Cell	\$ (9.25)				
U S CELLULAR	10/18/2025	PW/Cemetery: Tess Cell	\$ (9.25)				
U S CELLULAR	10/18/2025	PW/CC/SC: Mieden Cell	\$ (9.25)			Park	10/24/2025
TOTAL	U S CELLULAR			\$ 391.36			
US BANK	9/9/2025	Police: Training Coleman SWAT_Olive Garden	\$ 5.12		10/9/2025		
US BANK	9/10/2025	Police: Training - Coleman SWAT Buffalo Wild Wings	\$ 5.00		10/9/2025		
US BANK	10/16/2025	PW/Streets: Supplies	\$ 79.74				
US BANK	10/16/2025	PW/Streets: Supplies	\$ 23.88				
US BANK	10/10/2025	Office: Fox IT PDF Editable Software - Jeanie License	\$ 159.99				
US BANK	10/3/2025	City Office: Envelopes with Stamps from USPS	\$ 780.00				
US BANK	10/3/2025	City Office: Envelopes with Stamps from USPS	\$ 187.15				
US BANK	10/17/2025	Police: DFI Online Purchase - Deitelhoff	\$ 20.00				
US BANK	10/24/2025	Police: Supplies	\$ 79.94				
US BANK	10/27/2025	Police: Supplies	\$ 38.94				
TOTAL	US BANK			\$ 1,379.76			
VERIZON WIRELESS							
VERIZON WIRELESS	10/21/2025	POLICE: Cell Phones	\$ 592.96				
TOTAL	VERIZON WIRELESS			\$ 592.96			
VISA	9/30/2025	Tourism: USPS Postage	\$ 4.97		10/23/2025		
VISA	9/3/2025	Tourism: USPS Postage	\$ 10.29		10/23/2025		
VISA	9/3/2025	Tourism: Copy Paper	\$ 6.09		10/23/2025		
VISA	9/30/2025	Tourism: Finance Charge	\$ 11.63		10/23/2025		
VISA	9/5/2025	Tourism: Volunteer Polo Shirt for Visitor Center	\$ 47.42		10/23/2025		
VISA	9/18/2025	Tourism: Lands End Volunteer Shirts	\$ 68.47		10/23/2025		
VISA	9/21/2025	Tourism: Hotel Booking Fee - Governor's Conference	\$ 17.99		10/23/2025		
VISA	9/21/2025	Tourism: Hotel Stay for Governor's Conference	\$ 506.02		10/23/2025		
VISA	9/23/2025	Tourism: Visme Easy WebContent	\$ 29.00		10/23/2025		
VISA	10/6/2025	Tourism: Canyon of Lights Glow Sticks - Disputed Charge	\$ (234.29)				
VISA	10/6/2025	Tourism: Canyon of Lights Glow Sticks - Disputed Charge	\$ (203.23)				
VISA	10/6/2025	Tourism: Finance Charge	\$ (3.80)				
VISA	10/2/2025	Tourism: Finance Charge	\$ (3.20)				
TOTAL	VISA			\$ 257.36			
WALSH'S ACE HARDWARE	9/23/2025	PW/B&G: Bolts & Screws	\$ 3.20		10/24/2025		
WALSH'S ACE HARDWARE	10/9/2025	PW/B&G: Ferris Spindle Repair Fasteners	\$ 4.29		10/24/2025		
WALSH'S ACE HARDWARE	10/9/2025	PW/B&G: Ferris Deck Spindle Repair - Plug	\$ 6.99		10/24/2025		
WALSH'S ACE HARDWARE	10/9/2025	PW/B&G: Ferris Zero Turn Parts - Gear, Bolts, Fasteners	\$ 11.27		10/24/2025		
WALSH'S ACE HARDWARE	10/10/2025	PW/B&G: Keepers Toilet Seat Repair Parts	\$ 1.96		10/24/2025		
WALSH'S ACE HARDWARE	10/14/2025	PW/B&G: Brackets	\$ 9.52		10/24/2025		
WALSH'S ACE HARDWARE	10/13/2025	PW/Streets: swivel	\$ 11.76		10/24/2025		
WALSH'S ACE HARDWARE	10/20/2025	PW/B&G: Security bit	\$ 18.60				

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
WALSH'S ACE HARDWARE	10/17/2025	PW/Streets: tarp	\$ 44.99				
WALSH'S ACE HARDWARE	10/14/2025	PW/B&G: Headstone Glue	\$ 5.00				
WALSH'S ACE HARDWARE	10/21/2025	PW/B&G: Jaw 5 Ton Puller	\$ 59.99				
WALSH'S ACE HARDWARE	10/22/2025	PW/B&G: Caster Stem	\$ 6.68				
WALSH'S ACE HARDWARE	10/28/2025	PW/B&G: Caster Stem - Returned	\$ (6.68)				
WALSH'S ACE HARDWARE	10/28/2025	PW/B&G: Winterization of Parks Faucets	\$ 17.33				
WALSH'S ACE HARDWARE	10/23/2025	PW/B&G: B685 Blower Filters, Plugs, Repairs & Weedeater Repairs	\$ 201.75				
TOTAL	WALSH'S ACE HARDWARE			\$ 396.65			
WARCO	10/20/2025	CC/SC: Warco Diamond Jo Trip 11/6/2025	\$ 1,325.00		10/24/2025	Park	10/24/2025
TOTAL	WARCO			\$ 1,325.00			
WE ENERGIES	10/8/2025	Tourism: heat	\$ 10.43		10/24/2025		
WE ENERGIES	10/8/2025	PW/Parks:pool heat	\$ 24.65		10/24/2025	Park	10/24/2025
WE ENERGIES	10/8/2025	PW/Parks: concessions bldg heat	\$ 19.45		10/24/2025	Park	10/24/2025
WE ENERGIES	10/8/2025	PW/CC/SC: COMMUNIT/SENIOR CENTER HEAT	\$ 41.74		10/24/2025	Park	10/24/2025
WE ENERGIES	10/8/2025	ADMIN/CITY OFFICE: MUNICIPAL BLDG HEAT	\$ 10.33		10/24/2025		
WE ENERGIES	10/9/2025	PW/CEMETERY: CEMETERY GARAGE HEAT	\$ 9.57		10/24/2025		
WE ENERGIES	10/9/2025	PW/B&G: KROUSKOP PARK WARMING HOUSE HEAT	\$ 9.57		10/24/2025		
WE ENERGIES	10/8/2025	PW/Streets: STREETS SHOP HEAT	\$ 21.95		10/24/2025		
WE ENERGIES	10/8/2025	PW/Parks: PARKS GARAGE HEAT	\$ 10.41		10/24/2025		
TOTAL	WE ENERGIES			\$ 158.10			
WEGNER AUTO SERVICE	10/19/2025	POLICE: Chevy Tahoe Tow part of Investigation	\$ 125.00				
TOTAL	WEGNER AUTO SERVICE			\$ 125.00			
WERTZ PLUMBING & HEATING	10/6/2025	PW / B&G: Urnial repairs	\$ 317.98		10/24/2025		
WERTZ PLUMBING & HEATING	10/7/2025	CC/SC/WAC: WAC Winterize Pool	\$ 570.00		10/24/2025	Park	10/24/2025
TOTAL	WERTZ PLUMBING & HEATING			\$ 887.98			
WI Deferred Compensation	10/8/2025	DEFERRED COMP DEFERRED COMP AFTER TAX % Pay Period: 10/3/2025	\$ 79.74		10/10/2025		
WI Deferred Compensation	10/8/2025	DEFERRED COMP DEFERRED COMPENSATION Pay Period: 10/3/2025	\$ 395.00		10/10/2025		
WI Deferred Compensation	10/8/2025	DEFERRED COMP DEFERRED COMP AFTER TAX Pay Period: 10/3/2025	\$ 100.00		10/10/2025		
WI Deferred Compensation	10/22/2025	DEFERRED COMP DEFERRED COMP AFTER TAX % Pay Period: 10/17/2025	\$ 96.97		10/27/2025		
WI Deferred Compensation	10/22/2025	DEFERRED COMP DEFERRED COMPENSATION Pay Period: 10/17/2025	\$ 395.00		10/27/2025		
WI Deferred Compensation	10/22/2025	DEFERRED COMP DEFERRED COMP AFTER TAX Pay Period: 10/17/2025	\$ 100.00		10/27/2025		
TOTAL	WI Deferred Compensation			\$ 1,166.71			
WI Dept of EE Trust Funds	10/8/2025	WRS WRS Additional Pay Period: 10/3/2025	\$ 70.00				
WI Dept of EE Trust Funds	10/8/2025	WRS WRS RETIREMENT Pay Period: 10/3/2025	\$ 2,959.31				
WI Dept of EE Trust Funds	10/8/2025	WRS WRS RETIREMENT Pay Period: 10/3/2025	\$ 2,959.31				
WI Dept of EE Trust Funds	10/8/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 10/3/2025	\$ 2,411.61				
WI Dept of EE Trust Funds	10/8/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 10/3/2025	\$ 5,208.38				
WI Dept of EE Trust Funds	10/1/2025	Payroll: WRS - Utility Portion - Sept 2025	\$ 14,916.66		10/15/2025		
WI Dept of EE Trust Funds	10/1/2025	Payroll: WRS - Rounding - Sept 2025	\$ 0.04		10/15/2025		
WI Dept of EE Trust Funds	10/22/2025	WRS WRS Additional Pay Period: 10/17/2025	\$ 70.00				

City of Richland Center - Finance Committee Council Payment Approval Report - November 4, 2025

Item 3.

Invoices Approved by Dept Head Entered into System between 10/8/2025 - 10/30/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
WI Dept of EE Trust Funds	10/22/2025	WRS WRS RETIREMENT Pay Period: 10/17/2025	\$ 2,876.61				
WI Dept of EE Trust Funds	10/22/2025	WRS WRS RETIREMENT Pay Period: 10/17/2025	\$ 2,876.61				
WI Dept of EE Trust Funds	10/22/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 10/17/2025	\$ 2,543.27				
WI Dept of EE Trust Funds	10/22/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 10/17/2025	\$ 5,492.75				
TOTAL	WI Dept of EE Trust Funds			\$ 42,384.55			
WI DEPT OF REVENUE	10/8/2025	SWT TAXES STATE WITHHOLDING TAX Pay Period: 10/3/2025	\$ 3,090.94		10/31/2025		
WI DEPT OF REVENUE	10/22/2025	SWT TAXES STATE WITHHOLDING TAX Pay Period: 10/17/2025	\$ 3,143.74				
TOTAL	WI DEPT OF REVENUE			\$ 6,234.68			
WI DEPT OF REVENUE-AV FUEL	9/30/2025	Aviation Fuel Tax - September 2025	\$ 23.64		10/20/2025		
TOTAL	WI DEPT OF REVENUE-AV FUEL			\$ 23.64			
WICONNECT WIRELESS LLC	10/25/2025	Airport Internet Service 3Mb/s Download	\$ 59.99				
TOTAL	WICONNECT WIRELESS LLC			\$ 59.99			
WIL-KIL PEST CONTROL	9/30/2025	PW/Refuse: pest control landfill	\$ 67.38		10/24/2025		
WIL-KIL PEST CONTROL	9/30/2025	PW/CC/SC: pest control community center	\$ 81.56		10/24/2025		
WIL-KIL PEST CONTROL	9/30/2025	Admin/city office: pest control municipal bldg	\$ 67.38		10/24/2025	Public Works	10/16/2025
TOTAL	WIL-KIL PEST CONTROL			\$ 216.32			
WORKSITE SOLUTIONS	10/8/2025	COMBINED INSURANCE Pay Period: 10/3/2025	\$ 23.35		10/24/2025		
WORKSITE SOLUTIONS	10/22/2025	COMBINED INSURANCE Pay Period: 10/17/2025	\$ 23.35		10/24/2025		
TOTAL	WORKSITE SOLUTIONS			\$ 46.70			

TOTAL BILLS PRESENTED FOR APPROVAL:

\$ 301,887.37

Tourism Fund \$ 307.79

General Fund \$ 301,579.58

The bills presented on this day (excluding any Library Fund invoices) having been referred to the Finance and Budget Committee

and said committee having duly investigated and audited these bills, hereby make the following recommendation:

THAT THE CITY BILLS PRESENTED ON THIS DAY BE PAID, WITH THE FOLLOWING ADJUSTMENTS AND/OR EXCEPTIONS:

Dated:

Filed in the office of the City Clerk/Treasurer

RESOLUTION 2025-_____**A RESOLUTION PROVIDING INFORMED CONSENT FOR CONTINUING
REPRESENTATION BY ABT SWAYNE LAW, LLC**

WHEREAS City Attorney Michael S. Windle has provided notice of a determination of a concurrent conflict of interest between Richland Center and Richland County due to the dispute over the provision of emergency medical services; and,

WHEREAS pursuant to Supreme Court Rule 20:1.7 such a conflict requires that an attorney discontinue their representation of one or more parties involved in the conflict; and,

WHEREAS the same rule does allow for a waiver of such conflicts with the informed consent of the client(s), and the Common Council is the appropriate body to grant such a waiver; and,

WHEREAS the Council wishes Attorney Windle to continue his representation of the City in matters other than emergency medical services,

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Richland Center that the proposed waiver, attached hereto and incorporated herein by reference, is granted; and,

BE IT FURTHER RESOLVED that Abt Swayne Law, LLC and Attorney Windle shall continue their representation of the City per the current contract except for matters related to the provision of emergency medical services; and,

BE IT FURTHER RESOLVED that this Resolution is effective upon its passage and publication.

ADOPTED by the Common Council of the City of Richland Center on this 4th day of November by the following vote: AYES:_____, NOS:_____

CITY OF RICHLAND CENTER
RICHLAND COUNTY, WISCONSIN

Todd Coppernoll, Mayor

Attest:

Misty Molzof, Deputy Clerk

INFORMED CONSENT TO CONFLICT OF INTEREST

I. PARTIES

Clients: City of Richland Center (“City”) and Richland County (“County”), referred to collectively as the “Parties.”

Appointed Attorney: Michael S. Windle of Abt Swayne Law, LLC

II. CONCURRENT REPRESENTATION

Attorney Windle currently represents the Parties, who are engaged in negotiations regarding the provision of emergency medical services (“EMS services”). Currently these are provided to the City by the County pursuant to a Memorandum Agreement, most recently renewed from 2023 through December 31, 2025.

III. NATURE OF THE CONFLICT

Under Wisconsin Supreme Court Rule 20:1.7(a), a lawyer may not knowingly represent a client or clients if they determine there is a concurrent conflict of interest (“Conflict”), unless the client(s) gives informed consent confirmed in a writing signed by the client(s). In summary, a Conflict exists if the representation of one client will be directly adverse to another client and/or there is a significant risk that the lawyer will be limited in their representation due to their responsibilities to another client.

Currently, the County is offering EMS services pursuant to a contract drafted by Attorney Windle. Attorney Windle also advised the Parties generally regarding the terms of the contract and offered other counsel consistent with his duties and normal practices. The City, among other municipalities, has raised objections to the terms of the contract and the manner in which it was

presented. Specific examples of these objections are contesting the per-call rates (both the rate itself and that it is calculated on a per-call basis), a lack of transparency regarding ambulance operations and the criteria used to determine the new rates, and the limited timeframe in which the City must make its decision. Meanwhile, the County has presented the terms as a necessary adaptation to both ongoing and imminent budgetary challenges, the need to modernize, equip and sustain the service, and to provide reassurance and stability to the EMS staff.

No formal action has been taken by either party against the other; however given the City's expressed objections, the Parties' interests are adverse as related to issues involving EMS services. Unlike other intergovernmental agreements signed between the Parties, such as the recently revised Symons Agreement, the EMS services contract represents the City hiring the County to perform a service on its behalf. The County's interests are thus akin to that of any other contracted provider: ensuring it collects fees appropriate to its costs, anticipating and developing contingencies for projected and unforeseen changes in conditions, and limiting its liability for the performance of its normal duties. The City's interests are in ensuring transparency in EMS services as a recipient of City funds, protecting its asserted interest in the assets of the EMS service, and giving its Council time to weigh the decision of whether to enter into the contract with the County at all.

IV. POTENTIAL RISKS TO THE CITY

By granting this waiver, Richland Center acknowledges and understands the following potential risks:

1. **Use of Information:** Attorney Windle obtains information about the operations of both organizations in the course of his normal duties of representation. While bound to

confidentiality, if additional adverse interests present themselves even having such information could disqualify Attorney Windle from representation in the future.

2. **Adverse Positions:** Although Attorney Windle has recused himself from issues related to EMS services, other circumstances could arise in the future that present new adverse interests. While the subject matter of this dispute is narrow in scope, other conflicts may arise which are beyond the scope of this waiver of consent. Either or both parties may take action that could lead to such a conflict and could result in Attorney Windle ultimately having to withdraw from representation (even if the City is not the acting party).
3. **Right to Object:** Both the City and County have the absolute right to refuse to sign this waiver. If the City does not consent to this conflict, Attorney Windle would be prohibited from representing the County in this matter and would need to continue recusing himself from representing the City with respect to issues related to EMS services.
4. **Independent Counsel:** Both the City and County have the right to seek independent legal advice regarding this waiver and are strongly encouraged to do so.

V. INFORMED CONSENT

The City of Richland Center, by the undersigned, hereby acknowledges and confirms the following:

1. It has read and understands this Informed Consent to Conflict of Interest in its entirety.
2. It has had the opportunity to consult with independent counsel regarding this waiver and the potential risks associated with providing consent, and has otherwise had the opportunity to ask questions and receive answers to its satisfaction.

3. It understands that Attorney Windle currently continues to represent the City of Richland Center, except on matters related to EMS services.
4. It understands that Attorney Windle's representation of either or both parties could be impacted by future conflicts between them.
5. It understands it has the right to refuse to sign this Informed Consent to Conflict of Interest and to require Attorney Windle to withdraw from representing the County entirely. Such a refusal could also impact Attorney Windle's ability to continue representing the City.
6. After an opportunity to consult with its attorney and considering the potential risks, the City voluntarily and knowingly consents to Attorney Windle continuing to represent Richland County and the City of Richland Center in all matters other than those related to EMS services.
7. I understand that this waiver relates only to Attorney Windle's representation of the parties in connection with the EMS services dispute, and does not waive any other conflicts or any other rights it may have.

VII. SIGNATURE

By signing below, the City confirms that it provides its informed consent to the conflict of interest described above, and it consents to Attorney Michael S. Windle continuing to represent Richland County in all matters other than EMS services.

CITY OF RICHLAND CENTER

Signature: _____

Ashley Oliphant, City Administrator

Date: _____

ACKNOWLEDGMENT OF INDEPENDENT COUNSEL

I, _____, Attorney for the City of Richland Center, hereby acknowledge that:

1. I represent Richland Center in advising it regarding this conflict of interests and waiver.
2. I have reviewed this Informed Consent to Conflict of Interest with the City.
3. I have advised the City regarding the nature of the conflict of interest, the potential risks of signing this waiver, and its right to refuse to provide consent.
4. The City has had the opportunity to ask questions and I have answered those questions to the best of my ability.
5. In my opinion, the City has made an informed decision regarding whether to sign this waiver.

_____, **ATTORNEY FOR RICHLAND CENTER**

Signature: _____

Print: _____

Date: _____

Agenda Item: Use of City Land for Storm Water Management Lamont Subdivision

Requested & Presented by: Jasen Glasbrenner, Director of Economic Development

Meeting Date(s): Finance & Council 11/4/2025

Background: The Council has indicated clear support for the Lamont Subdivision Development (approx. 20 lots) through the preliminary allocation of \$1.5 million in grant funds for infrastructure improvements. During the planning process, it has become evident that the use City-owned land may be necessary to accommodate additional storm water management features to support the development. Without this, it is possible that the number of lots created may need to be significantly reduced. Additionally, utilizing the City-owned land provides the possibility of planning for potential future development at higher elevations.

Department Recommendation: Authorize use of City land with the terms outlined in the drafted motion below.

Financial Impact: No direct impact, but land does have value, and this is an additional contribution to the development.

Funding Source: N/A

Requested Action:

FINANCE : Motion to recommend to Council the authorization of the potential use of City-owned land located in the northwestern portion of North Park—an area currently unmaintained and not used for recreational purposes—for stormwater management facilities serving the proposed adjacent Lamont Subdivision, subject to the following conditions:

- A. **Engineering Necessity:** Subdivision engineering shall demonstrate that use of the City parcel is reasonably necessary to achieve proper stormwater management for the subdivision and to ensure compliance with all applicable City, State, and DNR requirements. Broader area stormwater management benefits shall also be considered.
- B. **Environmental Suitability:** The proposed site shall be evaluated and determined by City-approved engineers to be environmentally suitable for stormwater management purposes.
- C. **Staff Oversight:** The City Administrator and Public Works Director are authorized to review and direct the proposed use of the land. Final approval for such use shall be executed by the City Council through the subdivision plating process.

COUNCIL: Motion to authorize the potential use of City-owned land located in the northwestern portion of North Park—an area currently unmaintained and not used for recreational purposes—for stormwater management facilities serving the proposed adjacent Lamont Subdivision, subject to the following conditions:

- A. **Engineering Necessity:** Subdivision engineering shall demonstrate that use of the City parcel is reasonably necessary to achieve proper stormwater management for the subdivision and to ensure compliance with all applicable City, State, and DNR requirements. Broader area stormwater management benefits shall also be considered.
- B. **Environmental Suitability:** The proposed site shall be evaluated and determined by City-approved engineers to be environmentally suitable for stormwater management purposes.
- C. **Staff Oversight:** The City Administrator and Public Works Director are authorized to review and direct the proposed use of the land. Final approval for such use shall be executed by the City Council through the subdivision plating process.

Attachment(s):

- Lamont Subdivision Conceptual Plan
- Site Map Outlining City Owned Land for Potential Use of Storm Water Management

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 7.

Agenda Item: A Resolution Adopting Updated Airport Lease and Rental Fees

Requested & Presented by: Darcy Perkins, Municipal Services Specialist

Meeting Date: Public Works Committee on 10-16-2025

Finance Committee and Common Council on 11-04-2025

Committee Review: Public Works Committee on 10-16-2025 – Motion by Fruit to recommend to the Finance Committee adoption of Resolution 2025-TBD, implementing updated airport lease and rental fees, and to authorize the City Attorney to prepare updated lease and rental agreements utilizing a standardized lease form. Seconded by Schultz. Motion carried unanimously by voice vote.

Background: The City manages eleven (11) private hangar lot lease agreements and six (6) City-owned hangar rental agreements at the Richland Municipal Airport (93c). The current rates have not been comprehensively updated in several years and no longer reflect market conditions or current operational costs.

Staff have reviewed the City's existing data and found that several of the rental and ground lease agreements on file are no longer active, having expired without renewal. To ensure consistency, compliance and adequate cost recovery, staff is proposing the following lease and rental fee updates to be implemented upon expiration of any active lease or on January 1, 2026 for any lease currently expired:

Recommended Adjustment Summary			
Lease Category	Ground Leases (11 Total)	Heated Rentals (2 Total)	Non-Heated Rentals (4 Total)
WI Small General Aviation (SGA) Range	\$0.03 - \$0.33/SF (Annually)	\$150.00 – \$305.83/month Average: \$227.92/month	\$120.00 – \$405.50/month Average: \$184.10/month
Regional Range	\$0.06 - \$0.50/SF (Annually)	\$135.00 – \$250.00/month	\$100.00 – \$500.00/month
Current Rates	\$0.10/SF (Annually)	\$150.00/month	\$125.00/month
Proposed Rates	\$0.125/SF (Annually)	\$187.50/month	\$156.25/month
Rate Increase	+\$0.025/SF (Annually)	+\$37.50/month (+\$450/year)	+\$31.25/month (+\$375/year)
Percentage Increase	+25%	+25%	+25%

These recommendations were developed using comparative data, inflationary trends, and guidance from the Wisconsin Bureau of Aeronautics (BOA). In addition to the updated rates, we are recommending an annual escalator clause not to exceed 5% be added to all new leases. Any future adjustments will be standardized through updated regional and WI SGA comparisons.

Department Recommendation: Staff recommend adoption of Resolution 2025-TBD, implementing updated airport lease and rental fees, and authorization for the City Attorney to prepare updated lease and rental agreements utilizing a standardized lease form.

Financial Impact: Increase of annual lease and rental revenue.

Requested Action:

FINANCE: Motion to recommend to the Common Council adoption of Resolution 2025- _____, implementing updated airport lease and rental fees, and to authorize the City Attorney to prepare updated lease and rental agreements utilizing a standardized lease form.

COUNCIL: Motion to adopt Resolution 2025- _____, implementing updated airport lease and rental fees, and to authorize the City Attorney to prepare updated lease and rental agreements utilizing a standardized lease form.

Attachment(s):

- Resolution 2025- _____, Adopting Updated Airport Lease and Rental Fees

**CITY OF RICHLAND CENTER
RESOLUTION 2025- _____**

Item 7.

RESOLUTION ADOPTING UPDATED AIRPORT LEASE AND RENTAL FEES

WHEREAS, the City of Richland Center owns and operates the Richland Center Municipal Airport, which includes both City-owned hangars and privately leased hangar lots; and

WHEREAS, the Code of Ordinances does not currently include a section establishing procedures for setting or amending airport lease and rental rates, the Common Council intends through this resolution to formally establish that such fees and rates may be adjusted on a yearly basis as established in the lease agreements; and

WHEREAS, the current lease and rental rates for hangar land leases and City-owned hangar rentals have not been comprehensively reviewed in several years and do not reflect present market averages or operational costs; and

WHEREAS, City staff have reviewed comparable Wisconsin municipal airport rates and recommend updated fees that align with regional benchmarks while maintaining affordability for tenants; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Richland Center, Richland County, as follows:

- 1) The following revised airport lease and rental rates are hereby adopted, effective upon expiration of each respective active lease or commencing January 1, 2026 for any lease currently expired:
 - a) *Private Hangar Land Lease Rate: \$0.125 per square foot per year*
 - b) *Heated Hangar Rental Rate: \$187.50 per month (\$2,250.00 annually)*
 - c) *Non-Heated Hangar Rental Rate: \$156.25 per month (\$1,875.00 annually)*
- 2) *The rental rate escalator applied to all future years' rents shall be based primarily on the annual percentage change in the Consumer Price Index (CPI-U). The City may also consider comparable market rental rates for similar municipal airports when setting the annual adjustment. Annual adjustments shall not be less than 0% nor greater than 5%.*
- 3) The foregoing revised fees shall remain in effect until further amended by resolution of the Common Council.

ADOPTED by the Common Council of the City of Richland Center on this 4th day of November by the following vote: AYES:_____, NOS:_____

CITY OF RICHLAND CENTER
RICHLAND COUNTY, WISCONSIN

Todd Coppernoll, Mayor

Attest:

Misty Molzof, Deputy Clerk

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 11.

Agenda Item: Consideration of Access Easement – Tracy Conner Use of South Larson Street Right-of-Way

Requested & Presented by: DPW Jasen Glasbrenner

Meeting Date: Public Works Committee on 10-16-2025

Plan Commission on 10-29-2025

Common Council on 11-04-2025

Committee Review: Public Works Committee on 10-16-2025 – Motion by Schultz to recommend to the Planning Commission the authorization of the use of the City-owned South Larson Street right-of-way for access to the Conner property via Resolution and Access Easement Agreement as drafted by the City Attorney. Seconded by Walters. Motion carried unanimously by voice vote.

Plan Commission on 10-29-2025 – Motion by Coppernoll to report to the Common Council that the Plan Commission has completed its review based on the findings of fact, conclusions of law, and the record as required by Wis. Stat. §62.23(5), and to recommend that the Council adopt a resolution granting the required access easement to Mr. Tracy Conner. Seconded by Tepley. Motion carried by roll call vote.

Background: Mr. Tracy Conner, property owner of Parcel #276-2100-8350 has requested permission to utilize the unimproved City-owned right-of-way south of East South Street (the South Larson Street extension) to provide driveway access to his lot, on which he plans to build a new home. The right-of-way has not been developed or maintained as a public street. Currently two other adjacent property owners use this portion of South Larson St. to access accessory buildings on their properties. The Public Works staff mailed each of the affected property owners seeking their comment and no responses were received.

Department Recommendation: Staff supports proceeding with formal authorization of this use through a Resolution and Access Easement Agreement as drafted by the City attorney.

Requested Action:

COUNCIL: Motion to authorize the use of the City-owned South Larson Street right-of-way south of East South Street for driveway access to the Conner property as outlined by the Resolution and Access Easement Agreement as presented.

Attachment(s):

- Larson St. ROW Easement Letter
- 999 South Larson St - Property Access and Easement Map
- Plan Commission Review and Report
- Resolution 2025-_____ – Granting Access Easement for Driveway Use within S Larson Street ROW
- 999 ROW Easement Agreement



City of Richland Center
450 S. Main Street
Richland Center, WI 53581
608-647-3466 Ext. 225

September 23rd, 2025

To: Tracy Conner or Property Owner [REDACTED]

Subject: Notification of Easement Creation for Right of Way Adjacent to Your Property

The City of Richland Center is notifying you that a private citizen has purchased a vacant parcel of land just south of your property, identified as parcel # 27621008350. The new owner plans to improve the property, which may include installing a driveway, clearing the land, and constructing a structure. A map showing the purchased parcel and the adjacent Right-of-Way is attached.

The City is in the process of creating an easement to regulate the use of the City-owned Right of Way land between your property and neighboring properties. An easement is a legal agreement that grants specific rights to use this land, such as for access or utilities, while ensuring it remains under City ownership. Once finalized, the easement will be recorded with the Register of Deeds and attached to both your property and your neighbor's property.

If you have questions or wish to provide input regarding the easement, please contact me at 608-475-0776 within 10 days of receiving this letter.

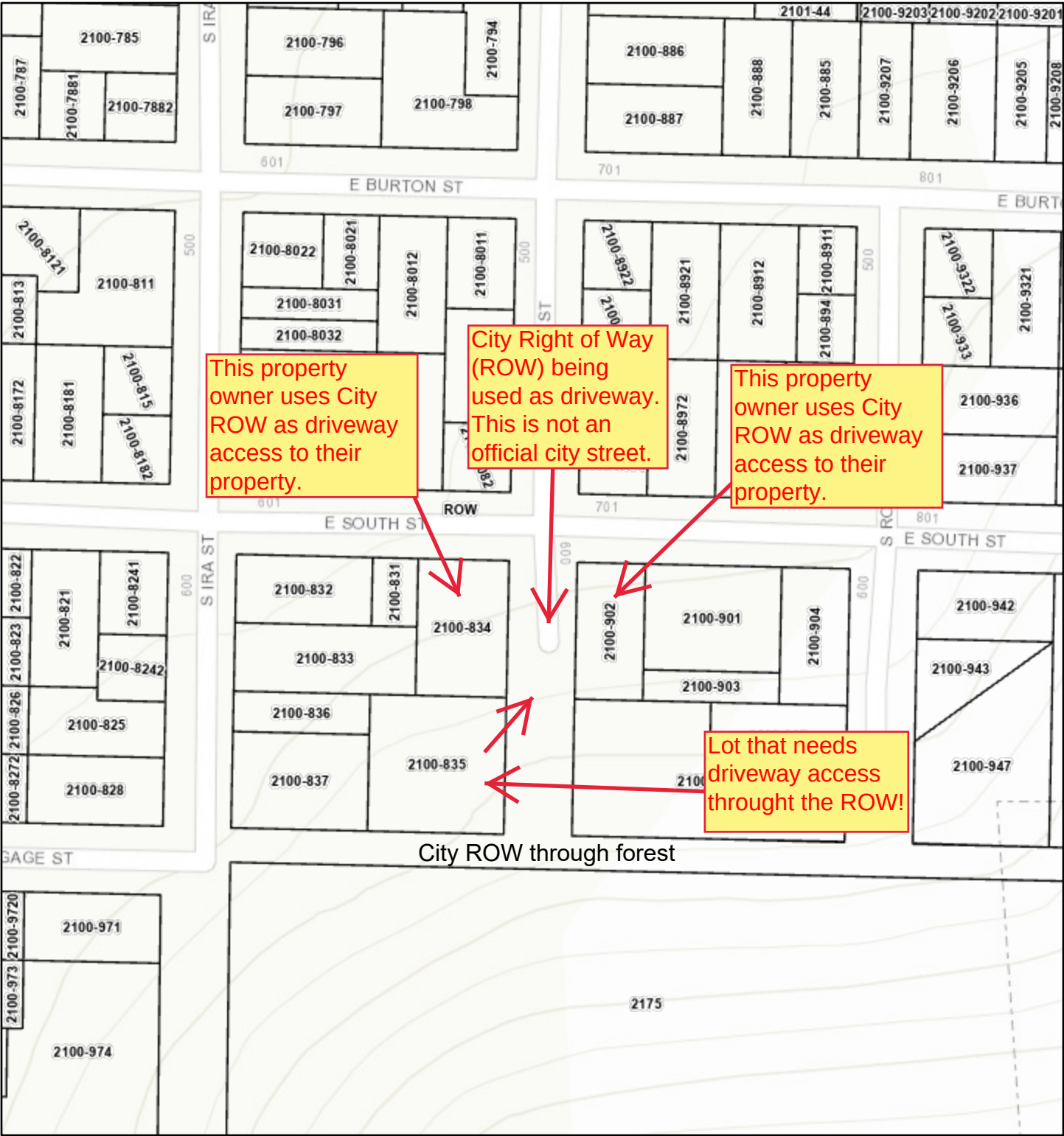
Your feedback is valuable as we finalize this process.

Thank you for your attention to this matter.

Sincerely,

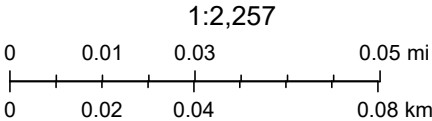
A handwritten signature in black ink that reads "Jasen L. Glasbrenner". The signature is written in a cursive style with a large, looped 'J' at the beginning.

Jasen Glasbrenner
Director of Public Works



9/17/2025, 7:21:11 AM

Parcel Numbers
Parcel Lines



Iowa DNR, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, By Richland County GIS

Project Information

Project Title	Access Easement – Conner Property, S Larson Street ROW		
Parcel Number(s)	276-2100-8350	Meeting Date	October 29, 2025

Plan Commission Review WI §62.23(5)

Review Criteria	Yes	No	N/A
Is the proposal consistent with the City of Richland Center Comprehensive Plan (2022–2032) and the Future Land Use Map?	☒	☐	☐
Does the proposal appear to meet the requirements of Chapter 448 – Subdivision and Land Division Ordinance?	☐	☐	☒
Can adequate public facilities and utilities be made available to serve the property being served by the easement?	☒	☐	☐
Is the property environmentally suitable for the proposed use, with no significant floodplain, wetland, or slope constraints?	☒	☐	☐

Additional Considerations Made: Adjustments to Draft Resolution -
specifics of property use, access to adjacent landowners.

Plan Commission Acknowledgement

The Plan Commission has completed its review based on the findings of fact, conclusions of law, and the record, as required by WI §62.23(5). This report is now formally forwarded to Common Council for final action.

Todd Coppernoll, Chair: Todd E. Coppernoll Date: 10.29.25

Plan Commission Action

Motion to forward the Plan Commission Review and Report to the Common Council.

Reference Documents

- Larson St. ROW Easement Letter
- 999 South Larson St - Property Access and Easement Map
- DRAFT Resolution 2025-TBD – Granting Access Easement for Driveway Use within S Larson Street ROW
- Comprehensive Plan pp. 23-24, 46-47
- WI §62.23(5)

Agenda Item: Public Works Snow Removal Policy

Requested & Presented by: Darcy Perkins, Municipal Services Specialist

Meeting Date: Public Works Committee on 10-16-2025

Common Council on 11-04-2025

Committee Review: Public Works Committee on 10-16-2025 - No formal action is requested at this time, but staff welcomes general support as the policy is finalized and implemented.

Background: The Public Works Department has prepared a draft **Snow & Ice Control Policy** for the City of Richland Center. The policy is intended to provide internal consistency, clarify service expectations, and formalize winter operations in response to varying weather conditions.

The draft outlines the City's general approach to:

- **Response readiness**, staffing, and shift duration limits.
- **Salt application strategy** based on storm type, temperatures, and road classification.
- **Route prioritization** (e.g., arterials, school zones, cul-de-sacs, alleys, cemetery, and airport).
- **Procedures for response during and after business hours**, including coordination with the Police Department.
- **Public expectations**, such as mailbox clearance and crosswalk responsibilities.

While the Department retains discretion based on conditions, this document serves as a clear operational baseline for both staff and the public.

Requested Action:

COMMON COUNCIL: *No formal action is requested at this time, but staff welcomes general support as the policy is finalized and implemented.*

Attachment(s):

- DRAFT_POLICY - Snow & Ice Control Policy

SNOW & ICE CONTROL POLICY

SECTION 1. PURPOSE

The purpose of this Snow & Ice Control Policy is to establish a clear and consistent operational framework for winter roadway maintenance in the City of Richland Center. The policy outlines the responsibilities, priorities, and procedures to be followed by the Department of Public Works to ensure public safety and mobility during snow and ice events, while also balancing environmental and fiscal considerations.

SECTION 2. SCOPE

This policy applies to all City-owned and maintained transportation infrastructure, including streets, alleys, public parking lots, cemetery roads, and access routes to critical facilities such as schools, emergency services, and the municipal airport. It also provides general guidance for coordination with other City departments and sets public expectations regarding service levels and responsibilities for sidewalk and driveway maintenance.

SECTION 3. DEFINITIONS

- **Snow Event:** Any period of measurable snowfall that impacts roadway conditions and triggers snow removal or salting operations.
- **Plowing Threshold:** Standard snow accumulation (generally 2 inches or more) at which full City plowing operations are typically initiated.
- **Bare Pavement Policy:** The City does not maintain a "bare pavement" policy; roads may remain partially snow-covered between events.
- **Priority Routes:** A classification system used to determine plowing order based on traffic volume, emergency access, and public use.
- **Major Collectors:** A road that collects traffic from local streets and funnels it to arterial roads, serving mainly intra-county travel. (Ex. USH 14, STH 80, STH 56, CTH AA, CTH Q, CTH Y, CTH OO, and CTH N)
- **Minor Collectors:** A road that collects traffic from local roads and directs it to major collector or arterial roads. (Ex. Court Street, Church Street, Park Street, Industrial Drive and Westside Drive)
- **Sand/Salt Mixture:** A material applied after plowing on lower-priority roads to enhance traction.
- **Passable Condition:** Road surface has been cleared to allow for safe vehicle travel at reduced winter driving speeds, even if snow or ice is still present in spots.

SECTION 4. POLICY STATEMENTS

1. GENERAL

- The ability to react promptly and decisively to varying winter weather conditions with regard to snow removal and ice control on City streets is recognized to be an important and necessary function of government for the safety and well-being of the public. The following Policy has been established to provide information for the public and establish guidelines for Public Works staff to follow in order to ensure consistent practices for snow and ice control during winter storm events. The Department's goal is to have all public roadways, parking lots and publicly maintained sidewalks passable within a reasonable amount of time after a given winter event. Plowing priorities reflect a commitment to ensure that key roads are kept open to serve critical facilities. Each decision to mobilize City forces for the clearing and control of snow and ice is a judgment call based on the particular weather conditions combined with past experience along with the resources available at the time, and therefore may not adhere strictly to this general policy.

2. READINESS

- The Director of Public Works maintains the supervisory duty to see that all equipment and personnel are ready for winter street maintenance and that sufficient quantities of salt and de-icing material are available.

3. ROAD SALT (DE-ICING MATERIAL) APPLICATION

- Due to environmental requirements/concerns and economical restraints, it is not the City's intent to provide "bare pavement" driving conditions at all times and at all locations during the winter season. City wide application of road salt will generally be done, however, salt applications will be held to a minimum, as determined by the Public Works Director based on the type of storm, roadway conditions, temperature, effectiveness of application and seasonal reserves.

4. PUBLIC EXPECTATIONS

- City-wide snow plowing operations are generally initiated once snow accumulation reaches or exceeds 2 inches. The Department of Public Works strives to have all City-maintained streets, alleys, and public lots plowed and cleared within 24 hours of the conclusion of a snow event, weather and resource conditions permitting.
- Due to factors such as snow intensity, timing, duration, equipment availability, and back-to-back storm events, there may be variations in exact response times. The City prioritizes main arterials, emergency access routes, and school zones to ensure critical access first.

5. ROUTE PRIORITY

- Priority 1 – Arterials, Major Collectors, steep grades and school approximate areas (Continuous salt)
- Priority 2 – Minor Collectors, Ambulance Garage, Police Station & Fire Stations
- Priority 3 – Local Streets and Cul-de-sacs
- Priority 4 – Alleys
- Priority 5 – Parking Lots (Some lots will be plowed early due to parking situations)
- Priority 6 – Cemetery
- Priority 7 – Airport

6. STAFFING LIMITS

- In an effort to protect the public and the City's PW staff against harm, 16 hours max of plowing followed by 8 hours of rest will be acceptable practice. The Department will make every effort to abide by the requirement, however, there may be an extreme event where following the requirement could put public safety at a greater risk than this best practice. When these conditions warrant such a decision, the Director of Public Works, Mayor, and Police Chief may all be involved in the decision.

7. RESPONSE PROCEDURES

- Normal Working Hours – Street conditions will be monitored during the Department of Public Works normal working hours (7:30 a.m. to 3: p.m.) by the Director of Public Works Director or his/her designee.

- Non-Working Hours – During non-working hours, the Richland Center Police Department will monitor changing street conditions and will promptly notify the Director of Public Works or his/her designee of icy conditions or snow accumulation causing slippery conditions.
- Depending on the severity of the situation, an appropriate number of trucks will be dispatched to begin operations. The Director of Public Works or his/her designee shall make the final decision on dispatching plowing operations.

8. STANDARD ICE-CONTROL AND SNOW PLOWING PROCEDURES

- The Director of Public Works may, after being notified by the Police Department and reviewing the necessity for ice control or plowing, call the necessary personnel via telephone and give them instructions.
- The City personnel normally involved in snow plowing and ice control operations includes all Public Works Crew members.
- Crews will begin salting and/or plowing based on priority listing.
- If a snowstorm begins in the afternoon or early evening, the main arterial streets will be kept open and citywide plowing/salting operations will be started early the next morning when traffic volumes have decreased.
- Snowplowing procedures in the downtown business district will vary depending on the amount of snow accumulations.
- It is unrealistic to completely prevent snow from being pushed into driveways when the streets are plowed. Due to limited parking restrictions and enforcement, the Public Works Department must make several passes down a street over an extended period of time to get the snow to the curb. Failure to get the snow to the curb can result in narrowing of the roadways and an increase of flooding potential when the snow melts.

9. RESIDENT RESPONSIBILITY

- To avoid damage to the curb-side mail boxes, snowplow trucks must keep a safe distance away. It is expected that property owners will have to clear around mailboxes.
- Residents are responsible for clearing their own driveways and any abutting sidewalks.
- Snow removal from crosswalk radiuses and handicap ramps is the responsibility of the adjacent property owner unless otherwise posted.

SECTION 5. ROLES AND RESPONSIBILITIES

- **Director of Public Works:** Oversees snow and ice operations, determines response level, ensures readiness, and coordinates with leadership.
- **Public Works Crew Lead:** Supervises field operations, coordinates crew deployment, and reports needs to the Director.
- **Public Works Staff:** Operate plow/salt equipment, report hazards, and follow safety and shift protocols.
- **Police Department:** Monitors roads after hours and notifies Public Works of hazardous conditions.
- **Residents & Property Owners:** Clear adjacent sidewalks/driveways, follow parking rules, and do not push snow into streets.

SECTION 6. REVIEW AND AMENDMENT

- This policy shall be reviewed as needed by the Council or its designated committee.
- Policy amendments require Council approval.

SECTION 7. EFFECTIVE DATE

This policy shall take effect on November 4, 2025

ADOPTED by the Common Council of the City of Richland Center on this 4th day of November by the following votes: AYES _____, NOS ____.

CITY OF RICHLAND CENTER
RICHLAND COUNTY, WI

Todd Coppernoll, Mayor

Attest:

Misty Molzof, Deputy Clerk

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 15.

Agenda Item: An Ordinance Amending Chapter 101 Relating to Authorization of Stop Signs on N. Congress Street

Requested & Presented by: DPW Jasen Glasbrenner in consultation with Police Chief Billy Jones

Meeting Date: Public Works Committee on 10-16-2025

Common Council on 11-04-2025

Committee Review: Public Safety Committee on 10-06-2025 – Following review and recommendation from the Police Department, the Committee supports the installation of two additional stop signs on N Congress Street to improve safety and traffic regulation in the area.

Public Works Committee on 10-16-2025 – Motion by Walters to recommend to the Common Council the adoption of Ordinance No. 2025-TBD, 'An Ordinance Amending Chapter 101 of the Municipal Code of the City of Richland Center Relating to Authorization of Stop Signs on North Congress Street at its Intersections with 2nd Street and 4th Street'.

Background:

The proposed ordinance amendment adds the following stop sign locations to Chapter 101 of the City's Code of Ordinances:

- North Congress Street at its intersection with 2nd Street
- North Congress Street at its intersection with 4th Street

This amendment follows the City's established procedure for authorizing stop sign installations by ordinance.

Department Recommendation: Staff recommends that the Public Works Committee recommend approval of the amended ordinance to the Common Council for adoption.

Financial Impact: Minimal due to existing signage supply.

Funding Source: Costs for sign materials and installation will be absorbed within the existing Public Works operating budget.

Requested Action:

COUNCIL: Motion to adopt Ordinance No. 2025-TBD, 'An Ordinance Amending Chapter 101 of the Municipal Code of the City of Richland Center Relating to Authorization of Stop Signs on North Congress Street at its Intersections with 2nd Street and 4th Street'.

Attachment(s):

- Ordinance No. 2025-TBD – Ch 101 Ord Amendment Relating to Authorization of Stop Signs on N Congress Street

ORDINANCE NO. 2025-TBD**AN ORDINANCE AMENDING CHAPTER 101 OF THE CODE OF ORDINANCES OF THE CITY OF RICHLAND CENTER RELATING TO AUTHORIZATION OF STOP SIGNS ON NORTH CONGRESS STREET AT ITS INTERSECTIONS WITH 2ND STREET AND 4TH STREET.**

WHEREAS, the Common Council finds that the installation of additional stop signs on North Congress Street will improve public safety, traffic regulation, and neighborhood accessibility, enhancing visibility and reducing potential conflicts at key intersections; and

WHEREAS, the Public Safety Committee has reviewed and recommended approval of the proposed stop sign locations;

NOW THEREFORE BE IT ORDAINED, by the Common Council of the City of Richland Center, Richland County, Wisconsin, as follows:

SECTION 1.

Subparagraph 101.04(1)(ssss) of the Code of Ordinances of the City of Richland Center relating to placement of additional stop signs is created to read:

(ssss) on North Congress Street at its intersections with 2nd Street and 4th Street

SECTION 2.

This ordinance shall take effect upon passage and publication as provided by law.

ADOPTED by the Common Council of the City of Richland Center on this 4th day of November, 2025 by the following votes: AYES _____, NOS _____.

Todd Coppernoll, Mayor

Attest:

Misty Molzof, Deputy Clerk

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 16.

Agenda Item: An Ordinance Amending Chapter 391 Relating to Permits Required for Temporary Use of the Public Rights-of-Way

Requested & Presented by: DPW Jasen Glasbrenner

Meeting Date: Public Works Committee on 10-16-2025
Common Council on 11-04-2025

Committee Review: Public Works Committee on 10-16-2025 – Motion by Walters to recommend to the Common Council the approval of Ordinance No. 2025-TBD, finding that it enhances public safety, ensures consistent enforcement, and modernizes the City’s rights-of-way permitting process. Seconded by Schultz. Motion carried unanimously by voice vote.

Background: The City of Richland Center currently requires a Dumpster Permit (Chapter 391, Ord. 2001-20) for placement of dumpsters within the public right-of-way (ROW). The existing ordinance is limited in scope and does not adequately address other common ROW obstructions such as scaffolding, construction equipment, or building materials.

In order to improve clarity, compliance, and public safety, staff recommends amending Chapter 391 to transition from a “Dumpster Permit” to a “Temporary Use of the Public Rights-of-Way Permit” applicable to a broader range of temporary uses of City Rights-of-Way.

Department Recommendation: Staff recommends that the Public Works Committee review and recommend approval of the amended Chapter 391 ordinance to the Common Council for adoption.

Financial Impact: N/A

Funding Source: N/A

Requested Action:

COUNCIL: Motion to adopt Ordinance No. 2025-_____, ‘An Ordinance Amending Chapter 391 of the Municipal Code of the City of Richland Center Relating to Permits Required for Temporary Use of the Public Rights-of-Way’.

Attachment(s):

- Ordinance No. 2025-_____

ORDINANCE NO. 2025-_____

**AN ORDINANCE AMENDING CHAPTER 391 OF THE MUNICIPAL CODE OF THE
CITY OF RICHLAND CENTER RELATING TO PERMITS REQUIRED FOR
TEMPORARY USE OF THE PUBLIC RIGHTS-OF-WAY**

WHEREAS, the City of Richland Center previously adopted Chapter 391 requiring permits for the placement of dumpsters within the public rights-of-way; and

WHEREAS, the current ordinance does not adequately address other temporary obstructions such as building materials, scaffolding, landscape materials, and construction equipment; and

WHEREAS, the Common Council finds that updating and renaming Chapter 391 to establish a comprehensive permit process for Temporary Public Right-of-Way Use will improve public safety, consistency, and administrative efficiency;

NOW THEREFORE BE IT ORDAINED, by the Common Council of the City of Richland Center, Richland County, Wisconsin, as follows:

SECTION 1.

Chapter 391 of the Richland Center Municipal Code is repealed and recreated to read as follows:

TEMPORARY USE OF THE PUBLIC RIGHTS-OF-WAY**391.01 PERMIT REQUIRED**

No person shall place, store, or maintain any dumpster, building materials, construction equipment, scaffolding, landscape materials, or other obstruction on any street, avenue, lane, alley, sidewalk, terrace, or other portion of the public right-of-way within the City of Richland Center without first obtaining a Temporary ROW Use Permit from the Office of the City Clerk.

391.02 APPLICATION

Applicants shall submit a completed Temporary ROW Use Permit application form to the City Clerk and pay a fee of \$10.00 per seven (7) consecutive days of use. Applications shall include:

1. Address and exact location of proposed placement.
2. Applicant's name, address, and contact information.
3. Type, dimensions, and description of materials or equipment to be placed.
4. Dates of use, not to exceed seven (7) days without renewal.
5. Name and contact information of the contractor/responsible party if different from the applicant.

391.03 REVIEW AND APPROVAL

Applications shall be referred to the Director of Public Works and Chief of Police, or their designees, for review. If the proposed location poses a safety concern, the applicant shall be notified and allowed to reapply within fourteen (14) days for an alternate location without an additional fee.

391.04 SAFETY REQUIREMENTS

All obstructions shall be marked with reflective barricades or reflective tape visible during both day and night, and must comply with all City traffic control and pedestrian access requirements.

391.05 DURATION

Permits shall be valid only for the approved dates and location. Maximum initial duration is seven (7) consecutive days. Renewal is required for continued use.

391.06 LIABILITY AND RESTORATION

Applicants shall be responsible for any damage to public property, indemnify the City against claims, and restore the right-of-way to original condition upon permit expiration.

391.07 ENFORCEMENT

Obstructions placed without a valid permit, or in violation of this chapter, may be removed by the City at the applicant's expense. The City reserves the right to revoke permits for public safety, municipal operations, or special events.

391.08 PENALTIES

Violations shall be subject to a forfeiture of not less than \$25.00 and not more than \$200.00 per offense, plus costs of prosecution. Each day a violation continues shall constitute a separate offense.

SECTION 2.

This ordinance shall take effect upon passage and publication as provided by law.

ADOPTED by the Common Council of the City of Richland Center on this 4th day of November, 2025 by the following votes: AYES _____, NOS _____.

Todd Coppernoll, Mayor

Attest:

Misty Molzof, Deputy Clerk