

MINUTES
COMMITTEE OF THE WHOLE MEETING
CITY OF BERLIN
TUESDAY, MAY 7, 2019
CITY HALL COUNCIL CHAMBERS

Mayor Schramer called the Committee of the Whole meeting to order at 7:00 p.m. Roll call present: Ald. Boeck, Bruessel, Erdmann, Lehr, Nigbor. Absent: Ald. Harke. Staff present: Lindsey Kemnitz, Scott Zabel, Brian Malnory, Matt Chier, Jodie Olson and Midge Seaman.

Public Comment: Dan Hoppa spoke about a sinkhole he wished to officially bring it to the attention of the Committee in case of liability issue.

Ald. Erdmann made a motion to seat Ald. Harke, this was seconded by Lehr and carried by voice vote.

Ald. Erdmann made a motion to accept the minutes as presented from the April 2, 2019 meeting. Nigbor seconded the motion which carried by voice vote.

The Mayor called Karl Schulte of Running Inc. who operates Berlin Public Transit, the shared ride taxi service in Berlin. Karl briefly stated there is a desire by the taxi riders in Berlin to go to the City of Green Lake for the purpose of going to the Green Lake County Courthouse as well as reciprocal service to or from Ripon for medical appointments. City Administrator Jodie Olson explained the contingencies that were needed for the Ripon approvals. Ald. Lehr made a motion to recommend to Council to schedule a public hearing for June 11, 2019 to approve Shared Ride Taxi Service area changes. Motion was seconded by Bruessel. Motion passed by voice vote.

The Mayor called the Superintendent of Berlin Department of Public Works, Scott Zabel to speak on the next agenda item regarding the Request for designated parking at American house at 123 S. Pearl St. Zabel stated he was instructed at the April Committee of the Whole Meeting to look into options for parking at American House. After meeting with Attorney Chier to discuss the matter, Zabel is recommending to the Committee, to convert the current two 15 minute parking stalls to one single loading and unloading zone for Emergency vehicles. This would cost approximately \$200 to complete. Zabel stated in the past we have invoiced the business who requested the change. Ald. Lehr made a motion to Recommend to Council to direct staff to make the appropriate changes to the Ordinance to allow for a loading and unloading zone as described by Zabel in front of the American House at 123 S. Pearl St. and allocate the charges for the work and sign to be charged to the American House who requested the change. Motion was seconded by Harke and passed by voice vote. Chier made a side note to get confirmation from the American House by next week.

The Mayor next asked Zabel to speak on the revised agreement with the WisDOT on Ripon Road project. Zabel gave history on the project and stated the changes came due to the federal funding. The WisDOT performed a traffic study and found Ripon Rd. to have a peak volume of 3,260 vehicles daily with 25% being heavy truck traffic. WisDOT requires engineering consultants to follow a formula pertaining to road base and pavement strength based on the type of traffic using the road. As a result of the traffic study, we are required to have a higher road strength rating. The City of Berlin will still only be responsible for 20% of the total cost but that cost is exceeding the original amount passed by Council by \$58,400. Olson stated we will have to budget more and prepare for the possibility of our share costing more money. Ald. Erdmann made a motion to recommend to Common Council to approve the revised

State-Municipal project agreement between the City of Berlin and the Wisconsin Department of Transportation for the Ripon Road project and authorize the appropriate signatures. The motion was seconded by Lehr and passed by voice vote.

The mayor directed the next item to Zabel as well, regarding flags on street signs in the City of Berlin. Zabel turned it back to Ald. Boeck who asked for this to be put on the agenda on behalf of her constituents in Ward 3. Boeck basically wanted to know the purpose of the flags and how long they will remain on the signs. Zabel said the flags are an inexpensive way to bring attention to the sign they are attached. Ultimately having them, helps to avoid potentially dangerous situations such as motorists running stop signs or exceeding the speed limit or heavy trucks that should be traveling an alternate route. The lighted stop signs are between \$1700 and \$1800 each. No action required.

The Mayor called upon Community Development Director, Lindsey Kemnitz to give background on the Safeguard property. Kemnitz stated she has received some estimates for the cost of demolition and pre-inspection for lead paint and asbestos removal. Kemnitz reported we were fortunate to look at receiving an additional grant from the DNR for the further site investigation work. WEC grant \$126K, City \$9K, WiDNR grant \$23K. Basically, the total cost of the project is \$157,945. The city portion would be roughly \$9K after the grants. These are just estimates and costs could potentially come in lower. The next step is getting the RFP out for the demolition and abatement for the property. The Wisconsin Assessment money from DNR means DNR takes care of awarding contracts through their staff. There was an additional handout with some corrections after our engineer looked at it and some changes he wanted you to know. The timeline would be to complete this by September. The Mayor thanked Kemnitz for diligently working to obtain additional funding. Ald. Lehr mirrored the Mayor's praise of Kemnitz' work and stated this could be a huge step in the direction of getting new business in Berlin. Lehr made a motion to recommend to council to authorize staff to solicit bids through the RFP process for the demolition of the old Safeguard property of 114 Pierce/119 commercial St. The motion was seconded by Bruessel. The motion passed by voice vote.

The next agenda item was the Wireless Telecommunications Facilities in the Right-of-way ordinance. Attorney Chier explained and answered questions from the Committee. Ald. Boeck made a motion to recommend to Council to accept the Committee of the Whole recommendation to approve and adopt Ordinance #03-19 the Wireless Telecommunications facilities in the Right-of-Way Ordinance. Ald. Harke seconded the motion and the motion passed by voice vote.

At 7:34PM Ald. Boeck made a motion to move into closed session. Ald. Bruessel seconded the motion. Roll Call was taken there were 6 ayes 0 nays 0 absent.

Ald. Erdmann moved to seat Brian Malnory, Superintendent of the Water & Sewer Utility, in closed session. Ald. Nigbor seconded the motion. Motion passed by voice vote.

A motion to go back into open session was made by Ald. Lehr at 7:46pm, Ald. Bruessel seconded the motion which passed by voice vote.

A motion was made by Ald. Erdmann to recommend to Common Council to disallow the claim against the City made by Patrick and Bridget Garczynski. Ald. Lehr seconded the motion, which passed by voice vote. Ald. Nigbor made a motion to adjourn the Committee of the Whole meeting at 7:48PM. Ald. Boeck seconded the motion and passed by voice vote.

Midge Seaman, Deputy Clerk