

MINUTES
COMMITTEE OF THE WHOLE MEETING
CITY OF BERLIN
TUESDAY, AUGUST 6, 2019, 7:00 PM
CITY HALL COUNCIL CHAMBERS

Mayor Schramer called the August 6, 2019 Committee of the Whole Meeting to order at 7:00 p.m. Roll call present: Ald. Lehr, Boeck, Nigbor, Erdmann, Bruessel and Harke. Staff present: Atty. Matt Chier, Lindsey Kemnitz, Scott Zabel, Jodie Olson and Susan Thom.

There were no general public comments.

Erdmann moved to approve the minutes from the July 9, 2019 Committee of the Whole meeting. Nigbor seconded the motion, which carried by voice vote.

Next on the agenda was Assessor Update on Current and Future Assessing Needs. Troy Zacharias, Action Appraisals LLC reviewed that the City of Berlin is still in compliance with assessment regulations but needs to plan ahead to consider a revaluation of some kind in the next coming years. Zacharias explained the three (3) assessment types, Full Revaluations, Exterior Revaluation and Interim Market Update and the advantages and disadvantages of each one of them. Olson explained Action Appraisals LLC contract is up this year and a Request of Proposal (RFP) will need to be done. Olson will be working on different types of proposals to fit the needs of the City of Berlin.

Next on the agenda was the Raze or Repair Action for 130 W Berlin Street. Kemnitz reviewed that only the house has been razed by Petraszak Excavating. Kemnitz stated the property has an existing garage and fence and section 82-552 of the code requires a principal use to be present so Kresal is not in compliance. Kemnitz reviewed the options: 1) remove the structure off the site, 2) tear down the garage or 3) sell the property to an adjacent property owner. Kemnitz has reached out to Kresal and there has been no response. Erdmann made a motion to direct Atty Chier to contact the property owner of 130 W Berlin St regarding coming into compliance and report back to the Committee of the Whole at the September meeting. Bruessel seconded the motion, which carried by voice vote. Boeck abstained.

Next on the agenda was the Raze or Repair Action for 151 N Wisconsin St. Kemnitz reported that there has been no progress on the property and the owners state that they would have it completed by the end of August. Erdmann made a motion to table an action until the next meeting. Nigbor seconded the motion which carried by voice vote.

Next on the agenda was the Update on STP-Rural Program Ripon Road Project ID 6995-09-01. Zabel reviewed that property and business owners were sent letters about a meeting on Thursday August 8, 2019 5:30-7:00 pm to answer any questions regarding the project. Zabel reviewed that March of 2020 would be the date for bids and construction would begin the summer of 2020.

Next on the agenda was 2020 Shared-Ride Taxi Grant Application. Harke made a motion to recommend to Common Council to authorize Staff to apply for the 2020 Small Urban Operating Assistance Contract between the State of Wisconsin and the City of Berlin and the 2020 Urban Mass Transit Operating Assistance Contract between the State of Wisconsin, Department of Transportation and the City of Berlin. Nigbor seconded the motion, which carried by voice vote.

Next on the agenda was Temporary Signage Rules & Regulations. Erdmann asked what is the time frame that temporary signage can be up. Atty. Chier reviewed that the ordinance on yard signs are limited to two signs at any time except that a total on five signs are permitted between the deadline for candidate filing for an election and two days following said election. Atty. Chier stated that signs are not permitted in the terrace or right of way.

Next on the agenda was Residential Housing Incentive Program Request. Kemnitz reviewed that the City of Berlin had a request for 776 Seward Drive with the improved valuation of \$204,600 which would provide \$8,184 incentive under the current program. The housing task force is reviewing the program and should have a recommendation in September or October. Mayor Schramer excused himself at 7:47 pm. Chairperson Erdmann took charge of the meeting. Lehr made a motion to direct the staff to come up with options for the funds to pay for housing incentives under the current residential rebate program to the Common Council. Bruessel seconded the motion, which carried by voice vote.

Next on the agenda was Update on Berlin Emergency Medical Services. Olson reviewed that the Ambulance Ad Hoc Committee is continuing to work on the determination on the feasibility of a county funded service. Olson reviewed a letter was sent to ThedaCare regarding continuing their support with Emergency Medical Services until a determination of the county funded service will work.

At 7:51 pm. Bruessel made a motion to move into closed session pursuant to Sec 19.85(1)(g) to confer 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. *(Historic Berlin Apartments Assessment Claim)* and pursuant to Sec 19.85 (1)(e), of the WI Statutes, to deliberate or negotiate the purchase of public property, investment of public funds or conduct other specified public business, whenever competitive or bargaining reasons require a closed session. *(1) Discussion on potential TID#15 developer incentive agreement and 2) Discussion negotiation of potential land sale in North Business Park)*. Nigbor seconded the motion. A roll call vote resulted in six (6) ayes, zero (0) nays and zero (0) absent. Motion carried. Lehr made a motion to seat Kemnitz. Boeck seconded the motion, which carried by voice vote.

Ald. Lehr moved to reconvene into open session at 8:20 p.m. Ald. Boeck seconded the motion which carried by voice vote.

Ald. Boeck moved to authorize a wetland delineation be done for parcel 206-03423-0621 in the North Business Park with Martenson & Eisele, Inc. for \$2,250 contingent on the developer's necessary approvals by the School Board to move forward. Ald. Lehr seconded the motion which carried by voice vote.

Ald Lehr moved to adjourn at 8:24 pm. Ald. Bruessel seconded the motion which carried by voice vote.

Susan Thom, Deputy Clerk