

MINUTES  
COMMITTEE OF THE WHOLE MEETING  
CITY OF BERLIN  
TUESDAY, OCTOBER 6, 2020  
CITY HALL CHAMBERS

Chairperson Boeck called the October 6, 2020 Committee of the Whole meeting to order at 7:00 pm. Roll call present: Ald. Boeck, Bruessel, Harke, Lehr and Nigbor. Roll call absent: Ald. Erdmann. Staff present: Jodie Olson, Lindsey Kemnitz, Scott Zabel, Sara Nighbor, Atty. Matt Chier and Susan Thom.

Bruessel made a motion to seat Mayor Schramer virtually. Harke seconded the motion, which carried by voice vote.

Ronald Werdin, 183 Ripon Rd, spoke that he had come to City Hall many times about the fence at 192 Spring Street was put up facing the wrong way and nothing had been done. Werdin stated that at 507 Broadway Street was being used as commercial for automotive business repairs.

Lehr made a motion to approve the minutes from the September 1, 2020 Committee of the Whole meeting. Harke seconded the motion, which carried by voice vote.

Next was Virtual Meeting Task Force Update. Chris Jenkinson reviewed the different options that the task force came up with. Lehr made a motion to solicit bids for the necessary equipment. Harke seconded the motion. Bruessel made a motion to amend the motion to bypass the standard bid process and proceed to receive quotes. Boeck seconded the motion, which carried by voice vote. Boeck called for a vote on the amended motion, which carried by voice vote.

Next was update on 107 W Huron Street. Kemnitz reported that roof was inspected by September 28, 2020 and the rear section that was collapsing has been structurally repaired and a new membrane was installed. The top/main section was replaced by a roof membrane. Kemnitz has scheduled a visit for November 4, 2020 to review that the work has been completed.

Next was Raze or Repair 218 S Grove Street. Brian Wilson, owner was present to answer questions. Kemnitz has been working with Wilson on a timeline for the project. The concrete for the new garage would be completed by early November. The garage would be enclosed by the first snow fall. The interior would be complete during the winter and the exterior of the house in spring of 2021. Kemnitz asked the Council to grant an extension per timeline so the building inspector will have time to inspect the property. Lehr made a motion to grant a 30 day extension to see if the permits were pulled. Bruessel seconded the motion, which carried by voice vote.

Next was Renewal of LPi Publishing Service Agreement for Berlin Senior Center. Bruessel made a motion to recommend to Common Council to approve the Agreement between the City of Berlin Senior Center and Liturgical Publications Inc (LPi) Publishing Service for publishing senior newsletters. Harke seconded the motion, which carried by voice vote.

Next was 2021 Shared-Ride Taxi Grant. Olson reviewed that this is the 3<sup>rd</sup> year of the 5 year contract with Running Inc. The option year rate is based upon the percent change in the Consumer Price Index for All Urban Consumers (CPI-U) from the preceding year which is 1.3% applied to the current contract year price. Bruessel made a recommend to Common Council to approve the 2021 Exercise of Option for

Shared-Ride Taxi Service agreement and authorize the appropriate signatures. Lehr seconded the motion, which carried by voice vote.

Next was Discussion on Meeting Screening Precautions. The Council discussed the possibility of screening people that came into City Hall. Olson reviewed the safeguards that are already in place at City Hall and that a person would have to be hired to do this. No action was taken.

Next was Halloween Trick-or-Treating. Olson reviewed that the Public Health has advised us that it is supportive of trick-or treating with good community education around safe practices. A list of safe practices will be placed on our Website.

Next was CDBG Housing Grant. Kemnitz reviewed that the Department of Administration, Division of Housing is recommending small governments entities turn over funds to the region. If the City agrees to turn over the remaining balance residents can apply for CDBG-housing loan program at the region level. The City would continue to have the application on the City website and provide it to residents when they stop in City Hall. The City of Berlin would continue to handle the payments or payoffs of existing loans. The City would retain 17% of payment or payoffs for the administrative costs to cover the staff's time. Lehr made a motion to recommend to Common Council to direct staff to stop accepting CDBG-housing loan program requests and refer them to the region immediately and to turn over the remaining funds once the two projects are completed. Bruessel seconded the motion, which carried by voice vote.

Next was the 2021 Budget discussion. Olson met with all the department heads regarding the 2021 budget and the proposed budgets have gone through various committees, boards and commissions for consideration and recommendation to the Council. Olson reviewed the overall basics for the 2021 budget.

At 8:13 pm, Nigbor made a motion to adjourn. Bruessel seconded the motion, which carried by voice vote.

Susan M Thom, Deputy Clerk