

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY JUNE 14, 2022 AT 7:00 PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

Mayor Bruessel called the June 14, 2022 Common Council meeting to order at 7:00 pm. Roll call present: Ald. Boeck, Erdmann, Nigbor and Stobbe. Absent: Dretske and Burgess. Staff present: Sara Rutkowski, Midge Seaman, Tim Ludolph and Atty Matt Chier.

There were no public comments and no virtual attendees.

The following items were listed on the Consent agenda for approval and adoption: 4) Waive the reading of all ordinances and resolutions adopted at this meeting; 5) Receive and place on file the written reports from the City Clerk, Treasurer and Building Inspector; 6) Approve the minutes from the May 10, 2022 Common Council Meeting and May 31, 2022 Special Council Meeting; 7) Approve the list of bills. 8) Accept the Recommendation from Committee of the Whole to approve adding Caitlin Hilgart to all required City Bank Accounts. and 9) Accept the Recommendation from the Oakwood Cemetery Board to award the bid from Knock Out Restoration for the interior chapel repairs and exterior sealing for a cost of \$22,400.00 and the pillar repairs for a cost of \$3200.00 for a total of \$25,600.00 in repairs. And 10) Accept the recommendation from Committee of the Whole to approve Resolution #22-03 and 11) Accept the Recommendation from the Committee of the Whole to Approve staff wages as presented. Erdmann made a motion to approve the Consent Agenda as presented. Stobbe seconded the motion. A roll call vote resulted in four (4) ayes and two (2) absent. Motion Passes.

The Mayor brought forward a request from the Park & Recreation Commission to Remove Andrew Barton from Parks & Recreation Commission due to not following the attendance requirements. Boeck made a motion to remove Barton as requested. Nigbor seconded the motion which carried on voice vote.

Next the Park & Recreation Commission requested a Mayoral Appointment of Brook Dollevoet to the Park & Recreation Commission for term expiring May 1st, 2024. Nigbor made a motion to Accept the Appointment of Brook Dollevoet to Park & Recreation Commission and seconded by Erdmann. Motion passed on a voice vote.

Item 14 is a request to approve the annual Liquor Licensing for establishments in the City of Berlin that serve and sell alcohol and malt beverages. Seaman asked for the licenses to be approved with a contingency for Bijak's meeting all the required inspections which still need to take place and Driftwood passing an inspection by the building inspector who was unable to gain access into the building. All other licenses had gone through the appropriate approvals or corrected the items holding them up. Stobbe made a motion to Approve the Liquor Licenses for the year beginning July 1, 2022 and ending June 30, 2023 as presented. Nigbor seconded the motion which passed on a voice vote.

The Mayor then went on to item #15 which was a staff presentation on Nuisance Property Process. Rutkowski created a spreadsheet outlining the processes for a property being considered under the abatement code to get all people involved on the same page and to give the public a better understanding of the process.

Next item was the TID Downtown Façade and Building Improvement Program. Rutkowski explained that staff had been approached by several businesses in the community about assistance for their buildings

downtown. All businesses that approached the City are in the downtown TID #15. Rutkowski further explained the TID allows for the creation of both a Façade Improvement program and a Building Improvement Program as listed with the TID Project Plan. Both programs would be a matching grant type program. Rutkowski drafted two types of applications (one for each type of request) for business to complete and the board to consider. General guidelines and eligibility requirements were discussed as well. After several minutes of back and forth questions to clarify the guidelines, Erdmann made a motion to accept the programs as presented. Nigbor seconded the motion which carried on a voice vote.

Discussion next concerned property address 422 Lafayette Street. The Clean-up request originated from Police Department. Officer Krause requested Council look into a long form complaint due to constant and continuous nuisance complaint issue. Atty Chier explained the process of what that would entail in Circuit Court. Council felt it was necessary due to the several years of nuisance complaint history associated with the property and property owners. Nigbor made a motion to have the City Attorney complete a long form complaint on 422 Lafayette Street, moving the matter to Circuit Court and to have the City of Berlin clean the property meeting the requirements of the city ordinance. Motion seconded by Stobbe and motion carried via voice vote.

Next a status update on the Raze and Repair Order at 115 W Ceresco was presented. Permit process was started, however, the inspector requested the prices for each project and therefore, did not feel comfortable signing off on the permit. The item was determined to be moved to close session for further discussion.

Item #19 was Staff presentation by Tim Ludolph regarding 107 W Huron St. Ludolph stated the only change with this property is the new owner of the building has been in to talk to the Building Inspector about pulling a roof permit. This item was moved to close session for further discussion.

Next on the agenda was the Raze and Repair Order for 271 McKittrick St. Rutkowski discussed the improvements made since the last meeting and stated the owner was planning to be ready for an occupancy permit next month. Newton, the owner, was held up on some of the work due to supply issues. Stobbe made a motion to hold off on Raze and Repair order and bring back to the next Common Council meeting to make sure progress continues. Nigbor seconded the motion which carried on a voice vote.

Under Old Business, Boeck asked that we readdress zoom/voting with all boards and commission.

Under New Business: Discuss the microphones and virtual equipment in the council chamber.

No Public appearances

At 7:43pm, Erdmann made a motion to convene into closed session pursuant to WI §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 likely to become involved. (115 W Ceresco Raze & Repair, 107 W Huron St). Motion was seconded by Nigbor. Motion carried on a voice vote.

Boeck made a motion to seat Matt Chier and Sara Rutkowski in closed session. Stobbe Seconded which carried on a voice vote.

Midge Seaman, Deputy Clerk

CLOSED SESSION

Discussion was held concerning raze and repair property 107 W. Huron. Council was unhappy with no movement or permits being pulled within the last 30 days.

Discussion was held concerning raze and repair property 115 W Ceresco.

Sara Rutkowski, City Clerk