

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY, May 9, 2023 AT 7:00 pm
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

The Mayor called the meeting to order at 7:03pm, Roll Call resulted in 6 present (Boeck, Burgess, Durtschi, Nigbor, Stobbe, and Dretske) Staff in attendance: Rutkowski, Chier, Hilgart, Ludolph, Zabel, and Pulvermacher.

There were no virtual attendees.

The Mayor had 2 public comments card. Stanley Szablewski spoke about his concerns of the road repairs and being cited by the Berlin Police Department after taking matters into his own hands and filling in pot holes with material he picked up at the city pit. The Mayor thanked him for attending. The other public comment card was not present to speak about their matter.

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 for the City Clerk, Treasurer and Building Inspector; 6) Receive and place on file the written First Quarter report from the Weights and Measures Inspector; 7) Approve minutes from the April 11th Common Council Meeting; 8) Approve the list of bills; 9) Accept recommendations from the Police and Fire Commission to expand funds from PD Equipment Fund 15 account to update the Police Department Interview room; (10) Accept the 2022 Year End Report from the Travel & Tourism Commission and placed on file; (11)Accept the recommendation from Committee of the Whole to use Assigned Street Project funds in Fund 15 to pay for DOT initial Engineering costs for Highway 49 & 91 Restoration Projects. Nigbor made a motion to accept the Consent Agenda as presented. Stobbe seconded the motion and it passed on a roll call vote of 6 (six) ayes.

Next item on the agenda was a presentation of the 2022 Audit. Amber Ebert from Hawkins Ash presented the report. Stobbe made a motion to accept the 2022 Audit and place on file. Nigbor seconded the motion and it passed on a voice vote.

Item # 13 was TID Building Improvement and Façade Improvement Application from Beiser Realty LLC. There was discussion held about the work they are looking to have done and the estimated cost of the updates. Nigbor made a motion to accept the TID Building Improvement and Façade Improvement Application from Beiser Realty LLC. for the max amount of \$17,500.00. Burgess seconded the motion that passed on a voice vote.

Item # 14 was the Liquor License Application for Masticola's on Broadway LLC. Boeck made a motion to accept the Liquor License Application for Masticola's on Broadway LLC for license year 2022-2023 for location at 689 Broadway Street, contingent upon passing the required health, fire, police, and building inspection and upon The Triple Belt Corporation relinquishing their Liquor License. Dretske seconded the motion and it passed on a voice vote.

Next item was the Parking Code Comprehensive update. Nigbor made a motion the accept the Ordinance #03-23 Amending the code with Comprehensive Parking Regulations. Boeck seconded the motion and it passed on a roll call vote of (6) six ayes.

Next item was the reading of the Kindness Day Proclamation. Mayor Bruessel read the Mayoral Proclamation declaring May 16, 2023 Kindness Day.

Item #17 was to accept the mayoral appointment of Susan Jungenberg to the Committee on Aging for a term expiring April 30th, 2026. Burgess made a motion to accept the mayoral appointment of Susan Jungenberg to the Committee on Aging. Stobbe seconded the motion that passed on a voice vote.

Next item was to accept the mayoral appointment of Denise Krentz to the Police and Fire Commission for a term expiring May 1st, 2028. Nigbor made a motion to accept the mayoral appointment of Denise Krentz to the Police and Fire Commission for a term expiring May 1st, 2028. Dretske seconded the motion that passed on a voice vote.

Item #19 was the Clerk Financial Software ARPA Funds. Council took no action at this time.

Item # 20 was the request of ARPA Funds for the Fire Alarm Panel. Zabel stated that the parts for the unit are obsolete and no longer supported by the manufacturer. The recommendation was to complete the first phase of the process that would include the survey, design, and engineering upgrade to the new panel. Discussion was held. Dretske made a motion to approve ARPA Funds for phase one of the fire panel capped at \$15,000.00. Nigbor seconded the motion that passed on a voice vote.

Next item was the Preliminary Resolution Declaring Intent to Levy Special Assessment for the 2023 Street and Utility Improvements. The recommendation was the approve Preliminary Resolution #23-05 Declaring Intent to Levy Special Assessment Under Municipal Police Power Pursuant to §66.0703, Stats. Upon the Following Designated Area: Lafayette Street (N. Washington – N. Kossuth) and schedule a public hearing for the June 13th, 2023 Common Council Meeting. Nigbor made a motion the accept the Preliminary Resolution #23-05 Declaring Intent to Levy Special Assessment Under Municipal Police Power Pursuant to §66.0703, Stats Wisconsin Statue. Stobbe seconded the motion that passed on a voice vote.

Item #22 was the TID #10 Housing Extension. Rutkowski presented to apply for the Affordable Housing Extension. There was discussion held to adopt a resolution to either extend or to terminate the TID #10 by July 6. Stobbe made a motion to create a resolution to keep the TID open for one more year for the affordable housing. Nigbor seconded the motion that passed on a voice vote.

Next item was the Governing Bodies Handbook. Rutkowski stated that Attorney Chier and herself are still working on updating it and hope to have a special meeting next month involving the handbook.

Item #24 was the 107 Raze and Repair property. Ludolph stated that he had been in contact with the property owner Santiago this last week. Santiago has had the contractor there working. Santiago is being mindful of having the work finished by the time the permit expires the later part of June 2023.

New Business - Boeck asked for the Council to discuss the nuisance letters that have been sent out in the mail and what is being done to help the property owners.

Burgess made a motion to adjourn, seconded by Durtschi and passed on a voice vote. Meeting adjourned at 8:07pm.

Caitlin Hilgart, Deputy Clerk