

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY, JUNE 13, 2023 AT 7:00 pm
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

The Mayor called the meeting to order at 7:00pm, Roll Call resulted in four (4) present; Boeck, Durtschi, Nigbor and Stobbe and two (2) excused absent; Burgess and Dretske. Staff in attendance: Sara Rutkowski, Matthew Chier, Tim Ludolph, Scott Zabel, Midge Seaman and Officer Strahan.

There were no virtual attendees. Three General Comment Cards were completed by residents and all will be given time to speak before item #22 is presented.

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) Approve the minutes from the May 9th 2023; 7) Approve the Bills List; 8) Receive and place on file the 2023 Sewer Rate Increase of 12% in 2023, with an overall 3% sewer rate increase in 2028 and an overall 3% sewer increase in 2031.; 9) Accept Recommendation from Committee of the Whole to approve Kopplin & Kinase Raze/Repair Order for 115 W. Ceresco St Bid; 10) Approve the Travel and Tourism Commission terms Ordinance #04-23; 11) Accept the Recommendation from Parks & Recreation Commission to adjust Park Regulations Ordinance sec. 50-72; 12) Accept recommendation from Plan Commission to approve Ordinance #06-23; 13) Accept the recommendation from Plan commission to approve Ordinance #07-23. Artisan Production/Fabrication Businesses and Makerspaces; 14) Accept recommendation from Plan Commission to approve Ordinance #08-23; 15) Accept the recommendation from Plan Commission to approve changes to Future Streets Map. Boeck made a motion to accept the Consent Agenda. Stobbe seconded the motion and it passed on a roll call vote of Four (4) ayes with Two Absent.

16. The Mayor called a Public Hearing for Lafayette Special Assessments and Final Resolution declaring Intent to Levy Special Assessments for 2023 Street & Utility Improvements. He asked the public three (3) times if there was anyone present to speak for and three (3) times to speak against the Levy for Special Assessments. There were none. The Mayor Closed the Public meeting. Don Neitzel then spoke on the public meeting held on May 24, 2023. There were two families that attended. A motion was made by Stobbe to Accept the Final Resolution #23-06 Declaring the Intent to Levy Special Assessment Under Municipal Police Power Pursuant to §66.0703, Stats. Upon the Following Designated Areas: Lafayette Street (N. Washington-N. Kossuth St.) and seconded by Nigbor which passed on a roll call vote with Four (4) Ayes and 2 (Absent).

17. The Next item was a Waste Management Day of Week change Request. Chad Kohler joined from Waste Management (WM) and Explained why WM would like to move the collection from two days per week to one day per week, all collections happening on Monday. Nigbor made a motion to accept the request from Waste Management to change the date with the City of Berlin to move Thursday collections to Monday, thus having only one day of collections per week. Durtschi seconded the motion which passed on a voice vote.

18. Next the request for approval for Utilities Compliance Maintenance Annual Report & Resolution #23-04. Stobbe made a motion to approve and place on file resolution #23-04. Nigbor Seconded the motion which carried on a voice vote.

19. Next up was the 2023 Urban Mass Transit Operating Assistance Program Grant Agreement between the City of Berlin and the State of Wisconsin Department of Transportation. Nigbor made a motion to approve the 2023 Grant Agreement and Authorize the appropriate signatures. Boeck seconded the motion which passed on a voice vote.

#20 on the Agenda was the TID Façade and Building Improvement Application from Baked: Cakes by Design. Alderperson Boeck left council chambers at this time. Rutkowski presented in place of Boeck, stating the work took place because the opportunity presented itself and she knew if she passed it up, it could take several more months. Nigbor made the motion to approve the TID Façade for Baked: Cakes by Design. Stobbe seconded the motion which carried on a voice vote.

Nigbor made a motion to seat Boeck, Seconded by Stobbe. Carried on a voice vote.

21. Discussion only on 107 W Huron St. Raze & Repair order.

The three Residents waiting to speak will now take their turns speaking. First was Tracy Klawitter, 391 SW Ceresco St. who spoke on Stagnant Ordinances being reinforced with only 30 days to respond, which she felt was too short. She also offered solutions to the problems. Second speaker, Susan Bannock, 234 June St. Who spoke about nuisance ordinances and the time frame involved. Also requested community service help and propose a "Permit in Progress" permit. Lastly, Jayne Martin, 376 Broadway spoke on her notice of violation for nuisance. She stated she spoke to Sara and Tim regarding her personal situation. She stated she was taken off the list due to her forward progress. She stated she has a specialty house and it is difficult to hire someone to do the work so you end up doing it yourself. There is also a certain demographic that doesn't fit in the low-income assistance and therefore had to take out a personal loan which takes time to accomplish. She also would like to see a group formed to help one another.

22. Boeck stated she received much feedback from constituents stating things were not communicated well from the City. The letter stated there would be resources included and none were. Rutkowski stated there was a misunderstanding between staff and public on what the resources were referring to. Boeck also stated residents had a hard time getting a hold of someone to speak to. Rutkowski spent a bit of time trying to help residents understand what we are hoping to accomplish and how the timeframe is impacted by beginning to do the work and making progress.

23. Next on the Agenda is the Annual 2023-2024 Liquor License Application approval. Boeck made a motion to approve the liquor license, Tobacco License and Amusement and Outdoor License as presented. Durtschi seconded the motion. Motion passed on a voice vote with Nigbor abstaining.

24. Next on the Agenda was the Request to use ARPA Funds for new Clerk Financial Software. Rutkowski spoke on the need to update a very old and very outdated software program that is barely limping along. Three (3) quotes were received. One over \$90K so didn't include that. Rutkowski requested ARPA funds up to \$30K to implement new software. Durtschi made a motion to approve ARPA Funds up to \$30K for new Financial Software. Stobbe seconded the motion. Which was passed on a voice vote.

25. TID #10 Housing Extension Resolution #23-07. Rutkowski explained there is one more time we can extend the TID with the stipulation the funds can be used to create an affordable housing program that would improve the housing stock for the whole community. 75% use to benefit affordable housing and

remaining portion to improve housing stock. Durtschi asked how we are going to spend the funds. Rutkowski found a large member of population in the City of Berlin that does not qualify for low-income housing funds. Create a grant of low to zero interest loans for all so they can keep homes up the way we are asking them to do through the nuisance abatement program. Durtschi made a motion to extend TID #10 for one more year and pass Resolution #23-07. Nigbor seconded the motion which passed on a voice vote.

26. Governing Bodies Handbook Update Resolution #23-08. Rutkowski explained the need for a Governing Bodies handbook update. She stated herself, Atty Chier and some staff members have given input into items that would allow this to become much more of a guidebook. The intention is to organize and summarize and be a good balance of many publications available to you. Nigbor made a motion to approve resolution #23-08. Stobbe seconded the motion which passed on a voice vote.

Under Old Business, Burgess requested we bring back a former request to discuss the ARPA Funds wish list.

There was no New Business.

At 8:06pm, Nigbor made a motion to adjourn. Stobbe seconded the motion which passed on a voice vote.

Midge Seaman, Deputy Clerk