

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY, September 12, 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 five (5) present; Boeck, Burgess, Durtschi, Nigbor and Stobbe. Staff in attendance: Sara Rutkowski, Tim Ludolph, Caitlin Hilgart, Attorney Chier, Chief Pulvermacher, Sargent Strahan, Detective Knetzger, and Scott Zabel. Burgess made a motion to seat Ald. Dretske virtually, with a second by Stobbe. Motion carried via voice vote.

No Public Comments.

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 August 8th, 2023; 7) Approve the Bills List. Boeck made a motion to accept the Consent Agenda. Nigbor seconded the motion and it passed on a roll call vote of six (6) ayes.

Burgess made a motion to convene to closed session. A second by Boeck with a roll call vote resulted in 6 ayes, motion carried.

Motion to seat Rutkowski, Hilgart, and City Attorney Chier by Boeck, with a second by Nigbor. Motion carried via voice vote.

Discussion was held in Closed Session.

Motion to convene into open session by Burgess, and seconded by Nigbor. Motion carried via voice vote.

Dretske entered Council Chambers at 7:20pm.

Item #10 was the TID Façade Improvement application for the Knot Spot. Tracy Klawitter owner of the Knot Spot was present to answer any questions related to her request for funds. Burgess made a motion to approve the TID Façade Improvement for the Knot Spot for the amount totaling \$8190.00 Boeck seconded the motion that passed on a voice vote.

Item # 11 was the TID Façade Improvement application for Lloyd Law Firm. Larry Lloyd was present virtually to answer any questions if needed. Nigbor made a motion to approve the TID Façade Improvement for Lloyd Law Firm in the amount totaling \$4100.00. Burgess seconded the motion that passed on a voice vote.

Next item was Paisanos Mexican Grill LLC Alcohol Beverage License & Tobacco License Application. Boeck made a motion accept the approval of the Class "B" Beer and "Class C" Wine License Application and Tobacco Products Retail License Application from Paisanos Mexican Grill LLC for license year 2023-2024 for location at 303 N Washington Street, contingent upon passing all required inspections. A second by Stobbe and the motion carried via voice vote.

Item # 13 was AJ's Riverside, LLC Beer & Wine Alcohol Beverage License Application. Nigbor made a motion to accept the approval of the Class "B" Beer and "Class C" Wine License Application from AJ's Riverside, LLC for license year 2023-2024 for location at 170 & 168 W Huron Street. A second by Dretske and the motion carried via voice vote.

Next item was presented by the Police Department. Sargent Strahan and Detective Knetzger put together a slideshow presenting information compiled from other agencies and how the Berlin Police Department compares with staffing difficulties. Further discussion was held in closed session.

Item #15 was Resolution 23-10 Authorizing the Direct Charge of Public Fire Protection. Rutkowski stated that is the next step required for Water and Sewer Department for the water study to move forward. Dretske made a motion to accept Resolution 23-10 Authorizing the Direct Charge of Public Fire Protection. Stobbe second the motion that passed with a roll call vote of six (6) ayes.

Next item was the 107 W Huron Raze and Repair. Ludolph presented that he has been updated and in the very near future the property owners expect to get stated on the roof repair. It was just more demolishing work then expected. No action was need.

Next was the resignation of Michael Hopkins from Plan Commission. Dretske made a motion to accept the resignation of Michael Hopkins from Plan Commission effective immediately with a letter of appreciation. Boeck second the motion and passed on a voice vote.

#16 was the appointment of LuAnn Beyer to the Cemetery Board, with a term ending April 30th, 2025. Nigbor mad a motion to accept the appointment of LuAnn Beyer to the Cemetery Board. Second the Burgess and passed on a voice vote.

Item #19, #20, and #21 was appointments to the Community Development Authority for Kristina Boeck, Susan Thom, and Tracy Klawitter all for terms ending August 20, 2027. Burgess made a motion to accept the appointment for Boeck, Thom, and Klawitter. Second by Dretske and passed on a voice vote.

Item #22 was the Garbage & Recycling request for the proposal 2024-2029 contract. Zabel presented on the subject and a discussion was held.

Item #23 was a recommendation from Police & Fire Commission to eliminate Pre-Employment Agreement Accounts. Chief Pulvermacher explained what the account are and a little bit of the history concerning them and why they are looking to remove them. Stobbe made a motion accept the recommendation from Police & Fire Commission to eliminate current and future Per-Employment Agreement Accounts. Durtschi seconded the motion and passed on a voice vote.

Item #24 was the Health Insurance Renewal for October 1, 2023 to September 30, 2024. Rutkowski presented a spreadsheet of information that the Council asked for with a few different options of Health Insurance. Discussion was held. Durtschi made a motion to except the recommendation regarding health insurance with option 1, keeping the same deductible amount and option 3, with a small employee premium contribution. Nigbor second the motion that passed with a roll call vote of five (5) ayes and one (1) abstain from Stobbe.

A 5-minute break was taken by the Council at 8:35 pm.

Item #25 was the Liquor License Policy Questionnaire and License Discussion. Rutkowski updated the questionnaire per Councils request. Rutkowski also included a letter drafted for the 2022 – 2023 “Class B” Intoxicating Liquor License holders along with a list of establishments from the 2022 – 2023 term that had that exact Liquor License. Burgess made a motion the approve the Liquor License Policy Questionnaire. Stobbe second the motion that passed on a voice vote.

Item #26 was the Oak Street Development. There was discussion held involving the interest from a developer in assisting in building a road to allow for additional housing development on Oak Street. Council asked that staff do some research on what we could potentially offer this developer. Future discussion held in closed session.

Next item was the 2024 Budget. 1) possible equipment borrowing. Rutkowski had not received any information from Baird yet. 2) Police Department Possible Academy Recruitment. Chief Pulvermacher presented his interest in potentially sponsoring the appropriate candidate through the academy and pay them a training wage while they are there. Further discussion was held in closed session. 3) pool Expenditures. Rutkowski stated that the pool ended okay mechanically speaking for the year. Discussion was held about a typical operation year and then choose to discuss barrowing for the major improvements in 2024. 4) possible road project. The road projects suggested for a capital project of this magnitude would be a job that would not require the Utility side of work. Discussion was held, and Rutkowski is going to pull some suggestions for Capital Improvements for next year and updated quotes and bring it back next month.

There was no old or new business.

Burgess made a motion to move into Closed session under 19.85(1)(e) *PD union wages, Oak St Development* and under 19.85(1)(c) *EMS employee leave of absence* with a second by Nigbor. Roll call vote resulted in 6 ayes, motion carried.

Motion to seat Rutkowski, Chief of Police Pulvermacher, and City Attorney Chier by Stobbe, with a second by Dretske. Motion carried via voice vote.

Discussion was held in Closed Session.

Motion to move into open session by Nigbor, and seconded by Burgess. Motion carried via voice vote.

Motion to approve EMS Employee Leave of Absence request by Nigbor with a second by Durtschi. Motion carried via voice vote.

Stobbe made a motion to adjourn at 9:56 pm, with a second by Burgess. Motion carried via voice vote.

Sara Rutkowski, Clerk and Caitlin Hilgart, Deputy Clerk