

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES  
TUESDAY, FEBRUARY 13 2024 AT 7:00 pm  
COUNCIL CHAMBERS, BERLIN CITY HALL, 2<sup>ND</sup> FLOOR

The Mayor called the meeting to order at 7:01 pm, Roll Call resulted in four (4) present; Boeck, Burgess, Durtschi, and Dretske. Two absent – Nigbor and Stobbe. Staff in attendance: Sara Rutkowski, Tim Ludolph, Scott Zabel and Attorney Chier.

No Virtual Attendees and 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 January 9, 2024; 7) Approve the Bills List. 8.) Accept recommendation from Committee of the Whole to approve DPW 2024 Equipment Purchase Bids. Dretske made a motion to accept the Consent Agenda. Burgess seconded the motion and it passed on a roll call vote of five (4 ayes).

Next was the recommendation to Approve Resolution 24-02 to terminate TID #10. Dretske made a motion to approve Resolution #24-02 Authorizing the termination of TID 10. Boeck seconded the motion and it passed on a roll call vote of four (4) ayes.

Motion by Boeck to seat Stobbe at 7:04 pm, with a second by Dretske. Motion carried via voice vote.

Next was discussion concerning the possible placement of a Handicap Stall on Huron St. Discussion was held, and the member of the public who made the request was not present at the meeting. No action taken at this time.

Next item is a Board of Review Appointment. Motion made by Dretske to accept the mayoral appointment of Carol Hughes to the Board of Review for term expiring July 1<sup>st</sup> 2024. Seconded by Burgess, motion carried via voice vote.

Poll Worker appointments had two new individuals interested in assisting with elections. Motion made by Dretske to accept Poll Worker Appointments for the term ending December 31, 2025. Seconded by Stobbe, motion carried via voice vote.

Item 13 concerned the possible re-naming of Oak Street near Waushara Street. Staff presented on what they found on the process required to rename a street. Discussion was held about the process and possible options. Motion made by Durtschi to have Plan Commission address the issue and bring back their recommendations to March's Council meeting. Second by Dretske, motion carried via voice vote.

Item 14 was the update on the 107 W Huron Raze & Repair. Ludolph presented the newly updated Building Inspector report. Discussion was held about stagnant progress at the site. Motion made by Burgess to recommend that property owners complete the four recommendations listed in Building Inspector's updated report by next Council meeting, to pay remaining balance owing on current building permits, and to request a representative of the property be present at the next Council meeting in March.

City Attorney's total hours this term was discussed. City Attorney Chier gave a brief presentation on his duties associated with municipal court. Discussion was held concerning looking into increasing fees and citations to help offset costs. Staff was directed to look into possible citation increases and when ready to come back and present on options.

The Mayor presented on item 16 – street crossing safety. Discussion was held concerning safety of citizens in the downtown and students in the community. Council directed staff to look into dangerous intersections and low to high cost options.

There is no Old Business and No New Business to discuss.

Boeck made a Motion to convene into closed session pursuant to Sec 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (*City Administrator Evaluation*). Dretske seconded that motion that passed on a roll call vote with five ayes.

Discussion continued in Closed Session.

Dretske made a motion to reconvene into open session, with a second by Burgess. Motion carried via roll call vote with five ayes.

Motion by Dretske to place City Administrator evaluation on file, with a second by Durtschi. Motion carried via voice vote.

Motion to adjourn by Dretske at 8:26 pm, with a second by Burgess. Motion carried via voice vote.

*Sara Rutkowski, City Clerk*