

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES
TUESDAY, March 12 2024 AT 7:00 pm
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

The Mayor called the meeting to order at 7:00 pm, Roll Call resulted in four (4) present; Boeck, Dretske, Nigbor, and Stobbe. Two absent – Durtschi and Burgess. Staff in attendance: Sara Rutkowski, Tim Ludolph, Caitlin Hilgart, Deb Thiel, 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 February 13, 2024; 7) Approve the Bills List. 8.) Accept recommendation for the 2023 4th Quarter Weights & Measures Report; 9) Approve recommendation for removing Peggy LaBuda and Midge Seaman from the City Bank accounts and adding Susan Kiener and Debra Thiel to the appropriate accounts; 10) Accept recommendation for appropriate signatures for the MOU for Advocap Retired and Senior Volunteer Program; 11) Accept recommendation for the Oak Street renaming to a portion Riverview Drive and Riverview Court; 12) Accept recommendation for Ordinance #01-24 to allow certain types of Urban Agriculture in the B-1, B-2 and M-1 Zoning Districts. Dretske made a motion to accept the Consent Agenda. Stobbe seconded the motion and it passed on a roll call vote of four (4 ayes).

Item 13 recommendation to approve Resolution #24-03 Creation of TID #16. Adam Rico with Baird presented the Project Plan and District Boundary. Discussion was held, Nigbor made a motion to accept Resolution #24-03 Creation of TID #16, TID #16 Project Plan, TID #16 Boundary Map. Stobbe Seconded the motion that passed on a roll call vote of four (4 ayes).

Next item was the Kwik Trip, Class “A” Retail License and “Class A” Intoxicating Liquor License Change of Officer. Dretske made a motion to accept the Supplemental Questionnaire Alcohol Beverage License Application to change the Treasurer for Kwik Trip, Inc to David P. Wagner. Stobbe seconded the motion that passed on a voice vote.

Next item was resignation of Daniel Ladwig for the Parks and Recreation Commission. Nigbor made a motion to accept the resignation effective immediately with sending a letter thanking Daniel Ladwig for his service. Boeck seconded the motion that passed on a voice vote.

Item 16 was the update on the 107 W Huron Raze & Repair. Ludolph presented the newly updated progress that had been made and the permits have been paid. The property owner Hussein Kader was present in zoom call to state the next step of the property updates. The Building Inspector and staff recommendation are asking for different items be completed in a month by month bases. This item will be moved to next month.

Item 17 was the 2024 Pavement Maintenance Project. The recommendation was to accept bid and award contract to Kartechner Brothers, LLC of Waupun, WI for the 2024 Pavement Maintenance Project in the amount of \$142,470.00. Zabel presented that during budget discussion staff had brought several streets throughout the city that would be good candidates for pavement maintenance. The streets

would be S. Brooklyn from Broadway to S.W. Franklin, N Brooklyn from Broadway to Webster, and N Kossuth from Broadway to Webster. Zabel presents the different bids he received. Dretske made a motion to accept the bid from Kartechner Brothers, LLC of Waupun, WI for the 2024 Pavement Maintenance Project in the amount of \$142,470.00. Nigbor seconded the motion that passed on a voice vote.

Item 18 was Easement request from Alliant Utilities for parcel 206-01031-0000. Zabel stated that is a city owned property and the easement would run along the property on the western side. Stobbe made a motion to accept the easement request from Alliant Energy for parcel 206-01031-0000. Nigbor seconded the motion and passed on a voice vote.

Item 19 was the Cemetery Board Appointment of Midge Seaman. Boeck made a motion to accept the mayoral appointment of Midge Seaman to the Cemetery Board for a term ending April 30, 2026. Dretske seconded the motion and passed on a voice vote.

Next was the Liquor License application for the term 2024-2025.

Nigbor stepped out of the meeting at 7:30PM

Rutkowski presented the Liquor License Ordinance and the Liquor License Questionnaire. There was small discussion held, but waiting on further information from the DOR. This item was asked to be moved to next month when the absent Aldermen are present. Council did agree that the applicants should be required to provide proof that they comply with the 150 days of open operation.

Nigbor entered back in Council Chambers at 7:42PM

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

Motion to adjourn by Nigbor at 7:44 pm, with a second by Stobbe. Motion carried via voice vote.

Caitlin Hilgart, Deputy Clerk