

CITY OF BERLIN COMMON COUNCIL MEETING MINUTES  
TUESDAY, SEPTEMBER 10, 2024, 7:00 p.m.  
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

Mayor Bruessel called the Common Council meeting to order at 7:00 p.m. Present: Alderpersons Boeck, Burgess, Durtschi, Nigbor, and Stobbe. Dretske seated by motion by Ald Stobbe, seconded by Ald Boeck at 7:05 p.m. Staff present: City Attorney Matt Chier, Chief Brian Pulvermacher, Scott Zabel, and Debbie Thiel.

No Virtual Attendees. There was one public comment from M. Wiegand concerning the Zoning Code Amendment pertaining to Residential District Definitions Relating to Family Dwellings and Common Households Mayoral Objection and Veto under Item 17.

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 Bills List; 7) Approve the minutes from August 13<sup>th</sup>, 2024 Council Meeting; 8) DSPS Report on Commercial Electrical Inspections. Approve Report and place on file. (9) Accept Recommendation from Committee of the Whole to approve Weights & Measure Services Contract. 10) Accept Recommendation from Committee of the Whole to approve Ordinance 09-24 11) Accept recommendation from Berlin Community Development Corporation to Loan RLF funds to Lion Group, Inc. 12) Accept Recommendation from Planning Commission to rezone Parcel #206-00722-0100 from R-2 to R-3; and 13) Accept recommendation from Planning Commission to deny rezone of Parcel #206-01300-0000 from B-2 to R-2. Ald Nigbor made a motion to accept the Consent Agenda. Ald Boeck seconded the motion. Roll call was taken with the following vote: Ald Boeck, aye, Ald Burgess, aye, Ald Durtschi, aye, Ald Nigbor, aye, Ald Stobbe, aye. Ald Dretske was not seated yet.

Item 14 was Goodrich's Proclamation. Mayor Bruessel read the proclamation out loud. Ald Stobbe made a motion to approve the proclamation and place on file. Ald Burgess seconded the motion that passed on a voice vote of six (6) ayes.

Item 15 was the approval of DM Family LLC Liquor License Application, contingent upon passing the required health, fire, police and building inspections and upon Boeck Rental LLC relinquishing their Liquor License. Ald Durtschi made a motion to approve upon the contingencies put forth are completed. Ald Boeck seconded the motion that passed on a voice vote of six (6) ayes.

Item 16 was the Dandelion Farm TID Building Improvement Application. Deidre Sauer spoke on what she would like to do with the money from the TID and would like to have it done within the next 3 months. She would like to put in a certified kitchen in the basement of her store. Ald Stobbe made a motion to approve half of the expense up to \$20,000. Ald Dretske seconded the motion that passed on a voice vote of six (6) ayes.

Item 17 was the Ordinance 08-24: Zoning Code Amendment. Mary Wiegand spoke as to why she would like to see the mayor's veto of this ordinance overturned. After much discussion Ald Dretske made a motion to overturn the mayor's veto and approve Ordinance 08-24. Ald Burgess seconded the motion. Roll call was taken with the following vote: Ald Boeck, aye, Ald Burgess, aye, Ald Durtschi, aye, Ald Nigbor, aye, Ald Stobbe, aye, Ald Dretske, aye.

Item 18 was the City Fee and Bond Schedule adjustment for Ordinance 46-44. Chief Pulvermacher presented on this. After some discussion Ald Durtschi made a motion to approve Ordinance 46-44 as presented. Ald Stobbe seconded the motion. Roll call was taken with the following vote: Ald Boeck, aye, Ald Burgess, aye, Ald Durtschi, aye, Ald Nigbor, aye, Ald Stobbe, aye, Ald Dretske, aye.

Item 19 was skipped.

Motion was made by Ald Durtschi to thank Ald Dretske for his years of service. Ald Burgess seconded the motion which carried with a resounding “here here.”

Item 20 was the 2025 ARPA Funds Allocation. Scott Zabel presented on his needs for his department. After much discussion, including monies for the pool, Ald Stobbe made a motion to approve up to \$80,000 the following to be allocated and start spending out of the ARPA funds:

- \$2,500 for a new awning on the city hall
- \$6,000 for sandblasting & refinishing the front doors at city hall and police department
- \$15,000 to digitalize the property files
- \$9,400 for utilities at the restrooms at Nathan Strong Park
- \$9,180 for the shelter house bathroom doors (rekeying) (Riverside)
- \$24,000 for a new Parks Lawnmower
- \$6,750 for half the cost of a new Cemetery Lawnmower
- Remaining to replace boardwalk along the river in Riverside Park

There was much discussion on the new signs and how they were going to look, what they were made out of, etc. Council decided to wait until the downtown revitalization has been completed. Ald Durtschi seconded the motion that passed with a voice vote of six (six) ayes.

Street discussion was next. It was asked if we moved forward how would that work. If approved in November, go out to bid in February and start project around March 2025.

Item 21 was the City Administrator Job Recruitment Discussion. There were 3 companies that sent in written presentations.

Old Business – would like to see pool numbers from the engineering firm, should be seen at the October meeting.

New Business – Ald Burgess would like to see the Parks and Recreation Commission to have the organizers of the Berlin Farmers and Artists Market for the construction of bathrooms at Nathan Strong Park on the COTW meeting.

Ald Dretske made a motion to convene into closed session pursuant to Wis. Stat. § 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 (1- Discussions regarding current personnel and process in regards to City Administrator upcoming vacancy, 2- Staff Wages) and pursuant to Sec 19.85(1)( e ), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (1-EMS contract, 2- Police Union Agreement, 3- Administrator Job Recruitment Candidate Selections).

Ald Burgess seconded the motion. Roll call was taken with the following vote: Ald Boeck, aye, Ald Burgess, aye, Ald Durtschi, aye, Ald Nigbor, aye, Ald Stobbe, aye and Ald Dretske, aye.

Discussion continued in Closed Session.

Ald Nigbor made a motion to reconvene in open session and Ald Boeck seconded the motion. The motion passed unanimously.

Mayor Bruessel called the Common Council back to order at 9:00 p.m. A roll call vote was taken with all members present affirming.

Ald Stobbe made a motion to:

- Appoint Caitlin Hilgart as interim Clerk and Deb Thiel as interim Treasurer at the predetermined additional hourly rate increase, as a temporary stipend (amount is an increase of \$3.00 an hour);
- Direct Sara Rutkowski to offer the position of Interim City Manager to Diane Wessel from MPA for approximately 15-20 hours per week at the predetermined rate (\$125 per hour);
- Direct Sara Rutkowski to hire PAA as our executive search firm to assist the City Council with hiring a new City Manager,
- Direct Sara Rutkowski to post a special City Council meeting for Monday, September 16, 2024 at 6:30 p.m. in the Berlin City Council chambers, including the possible closed session, for the purpose of reviewing roles and responsibilities of the new Interim City Manager and reviewing the hiring plan with PAA. The possible closed session would be for the purpose of discussing employment and compensation;
- Ask Sara Rutkowski to assist Diane Wessel in her transition to Interim City Manager with the City Council working out the details of compensation for Sara Rutkowski;
- Direct Sara Rutkowski to invite Diane Wessel and PAA to the special City Council meeting on Monday, September 16, 2024.

Ald Boeck seconded the motion, that passed on a voice vote of six (6) ayes.

Ald Boeck made a motion to adjourn and Ald Nigbor seconded the motion that passed on a voice vote of six (6) ayes. The meeting adjourned at 9:15 p.m.

*Debbie Thiel, Deputy Clerk*