

COMMON COUNCIL MEETING MINUTES
TUESDAY, MARCH 11, 2025 AT 7PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

1. Call to order by *Mayor Bruessel at 7PM*. Roll Call: *Alderspersons Boeck, Nigbor, Przybyl and Stobbe – Present; Alderspersons Burgess and Durtschi – Absent/Excused.*
2. Seat Virtual Attendees - *none*
3. General Public Comments. Registration card required (located at podium in Council Chamber). – *none*.

CONSENT AGENDA: The Consent Agenda contains items which staff considers to be routine and have already been discussed and recommended by a committee, board or commission at a previous meeting. Staff recommends that Council act on all of these items on a single roll call vote. If any member of Council wishes to have any item removed from the Consent Agenda and discussed, the Council member may request that item be removed from the Consent Agenda prior to the adoption. *Motion by Alderperson Nigbor to approve the Consent Agenda as presented. Motion seconded by Alderperson Przybyl. Roll call - Alderspersons Boeck, Nigbor, Przybyl and Stobbe – Aye (4); No (0); Alderspersons Burgess and Durtschi – Absent/Excused (2).*

4. Waive the reading of ordinances and resolutions.
5. Written reports from the City Clerk, Treasurer, and Building Inspector.
RECOMMENDATION: Receive and place on file the written reports from the City Clerk, Treasurer, and Building Inspector.
6. Bills List. RECOMMENDATION: Approve the list of bills for payment.
7. Minutes from February 4, 2025 Special Common Council Meeting and the February 11, 2025 Common Council meeting. RECOMMENDATION: Approve the Common Council and Special Common Council meeting minutes.
8. Plan Commission recommendation of Comprehensive Plan request for proposals.
RECOMMENDATION: Accept the recommendation of the Plan Commission and issue the Comprehensive Plan request for proposals.
9. Ordinance 05-25 An Ordinance Rezoning A Parcel of Land From B-2 and A-1 (split zoning) Districts to A-1 (Agricultural) District City of Berlin. RECOMMENDATION: Approve Ordinance 05-25 to rezone LOT 1 CERTIFIED SURVEY MAP 2668 V13 Parcel # 206-01664-0000, City of Berlin, Green Lake County from B-2 and A-1 to A-1 as recommended by the Plan Commission
10. Ordinance 06-25 An Ordinance Creating RR-1 Rural Residential Zoning District.
RECOMMENDATION: Approve Ordinance 06-25 to create RR-1 Rural Residential Zoning District as recommended by the Plan Commission.
11. Capital Improvement Plan Development proposal – Approve the General Consulting Services Agreement with Robert. W. Baird & Co. Incorporated. RECOMMENDATION: Approve the General Consulting Services Agreement with Robert. W. Baird & Co. Incorporated for development of a Capital Improvement Plan for the City utilizing ARPA funds.

12. Approve Dissemination Agent Services Agreement with Robert. W. Baird & Co. Incorporated. RECOMMENDATION: Approve the Dissemination Agent Services Agreement with Robert. W. Baird & Co. Incorporated.
13. Approve General Accounting Engagement with Robert. W. Baird & Co. Incorporated. RECOMMENDATION: Approve the General Accounting Engagement Agreement with Robert. W. Baird & Co. Incorporated.
14. Approve Strategic Plan Development proposal from CP2 Consulting. RECOMMENDATION: Approve the Strategic Plan Development services proposal from CP2 Consulting utilizing ARPA funds.
15. Approve Resolution #2025-02 Adopting Waushara County Hazard Mitigation Plan. RECOMMENDATION: Approve Resolution #2025-02 Adopting Waushara County Hazard Mitigation Plan.
16. Approve the Application Process and Permit Form establishment for Child Safety Zone Exception Permit. RECOMMENDATION: Approve the application process and permit form for the Child Safety Zone Exception Permit per Ordinance Section 46-173(9).

END OF CONSENT AGENDA

17. 2025 Standardized Special Assessment Schedule. RECOMMENDATION: Accept the City Engineer's recommendation on the updated 2025 Standard Special Assessment Schedule. *Motion by Alderperson Nigbor to accept and approve the City Engineer's recommendation on the updated 2025 Standard Special Assessment Schedule. Motion seconded by Alderperson Stobbe. Motion carried (pass 4-0).*
18. Paramedic Training Agreement. RECOMMENDATION: Approve the agreement between the City of Berlin and EMT employees for payment of Paramedic Training Tuition. *Discussion: the agreement was reviewed and revised by the City Attorney for clarity. Motion by Alderperson Boeck to approve the agreement between the City of Berlin EMT employees to allow the City to pay the tuition of Paramedic Interns under the employment of the City. Motion seconded by Alderperson Stobbe. Motion carried (pass 4-0).*
19. Submit Ambulance Request to Green Lake County EMS Committee. RECOMMENDATION: Approve submittal of a letter requesting/recommending purchase of an ambulance to the Green Lake County EMS Committee. *Motion by Alderperson Przybyl to approve the submittal of a letter requesting/recommending the purchase of an ambulance to the Green Lake County EMS Committee. Motion Seconded by Alderperson Nigbor. Motion carried (pass 4-0).*
20. Mayoral appointment of the Fire Chief or his/her designee(s) to the Emergency Management Director position. RECOMMENDATION: Approve Mayoral appointment. *Motion by Alderperson Stobbe to approve the Mayor's appointment of the Fire Chief or his/her designee(s) as the Emergency Management Director. Motion seconded by Alderperson Boeck. Motion carried (pass 4-0).*
21. Municipal Vehicle Registration Fee (Wheel Tax) Ordinance. RECOMMENDATION: Listen to staff presentation and determine next steps as appropriate. *Discussion: Administrator*

Balcom noted that several communities have implemented a Municipal Vehicle Registration Fee. It would take three or more months after adoption to be implemented by the DMV. Transportation aids are based on the amount spent on transportation, and have been decreasing due to inability to budget for roads. Council noted that the City needs to focus on balancing the budget and looking for other options. Council will continue to review when the full Council is present.

22. TID#15 Building Improvement & Façade Improvement Application from Four Reel Sports and More, LLC. RECOMMENDATION: Listen to presentation with discussion and action as appropriate. *Presentation by Tim Ludolph, Planning and Development Director. Motion by Alderperson Nigbor to approve the grant application contingent upon the source of the matching funds (BCDC revolving loan or other matching funds) being approved. Motion seconded by Alderperson Boeck. Motion carried (pass 4-0).*
23. Update on Creation of TID#17. RECOMMENDATION: Listen to staff presentation. *Discussion: Administrator Balcom noted that the TID #17 Project Plan was included in the agenda packet. The Joint Review Board met on February 20, 2025 and the Plan Commission held a public hearing and recommended approval by Resolution on February 25, 2025. It is anticipated the TID will come to the Common Council for approval in April.*
24. Old Business (To be used to request items of old business be put on a future agenda for further discussion or action; or used to make a motion for reconsideration of an item from the current meeting or immediately previous meeting; or to make a motion to take items off the table which were laid on the table only during the current meeting.) – *none.*
25. New Business (To be used to request items of new business be put on a future agenda) – *none.*
26. Motion to convene into closed session pursuant to Wis. Stats. 19.85 (1) (e) *Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.* Potential Development Agreement within TID#16. – *No motion made; no closed session held.*
27. Reconvene into open session and take appropriate action as a result of closed session discussion. *No closed session held.*
28. Adjourn. *Motion by Alderperson Nigbor to adjourn. Motion seconded by Alderperson Przybyl. Motion carried (pass 4-0.) Meeting adjourned at 7:23PM.*

Respectfully submitted by Jessi Balcom, City Administrator/Clerk/Treasurer