

COMMON COUNCIL MEETING MINUTES
TUESDAY, JUNE 10, 2025 AT 7PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE
CITY MEETINGS CAN BE WATCHED LIVE OR RECORDED
ON THE CITY OF BERLIN YOUTUBE PAGE @CITYOFBERLIN5623

1. Call to order at 7:00pm. Roll Call: *Alderspersons Boeck, Hill, Przybyl, Sorenson, Nigbor and Stobbe were all present.*
2. Seat Virtual Attendees (if necessary) – *None*
3. General Public Comments. Registration card required (located at podium in Council Chambers). Comments will be limited to **3 minutes** per registrant. NOTE: No comments will be heard during this agenda item concerning any matter that has been or will be the subject of a public hearing, as the appropriate time for such comments is at the duly noticed public hearing, so that all interested persons can hear the comments and due process is preserved. *Larry Hall resides at 287 McKittrick Street and wanted to discuss the process of the water bill, right now you only have 15 days to pay your water bill on time. Could it be looked at to see if it could be at least 30 days like most places before a late fee would be assessed. Council will look at this. Neil Tettenborn resides at 355 SW Ceresco Street and wished to discuss a couple of items. There are basketball hoops in the Street and kids are playing basketball there. A house between Washington & Ceresco Street keep blowing their grass in the street and it gets washed down the drains.*

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.

4. Waive the reading of ordinances and resolutions.
5. Accept and place on file reports from the City Clerk, Treasurer, and Building Inspector.
6. Approve payment of bills.
7. Approve payment of 2024-2025 Supplemental Hours Attorney Fees from Chier Law Office LLC.
8. Approve minutes from the 4.28.2025 Special Common Council Meeting, 4.15.2025 Organizational Common Council Meeting, 5.13.2025 Special Nomination Common Council Meeting and 5.13.2025 Common Council Meeting.
Alderperson Hill made a motion to approve all items on the consent agenda with a second made by Przybyl. Roll Call: Alderspersons Stobbe, Sorenson, Hill, Nigbor, Przybyl and Boeck unanimously passed the consent agenda

END OF CONSENT AGENDA

9. Development Agreement with Premier Berlin LLC for a 48 Unit Apartment Complex in TID

16 on Parcel **206-01082-0200**. RECOMMENDATION: Approve the Development Agreement between the City of Berlin and Premier Berlin, LLC for a development within TID 16 for the creation of a 4 building, 48-unit apartment complex on Parcel Number **206-01082-0200**, accept the Guaranty of Completion, and approve the Short Form Memorandum of Development Agreement City of Berlin to be recorded.

City Administrator Balcom presented information previously discussed at the COTW meeting. Przybyl made a motion to approved the Development Agreement with a second by Hill. Roll Call: Alderpersons Hill, Sorenson, Stobbe, Boeck, Przybyl and Nigbor unanimously passed the Development Agreement. No Closed session was needed.

- a. 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.* Development Agreement with Premier Berlin LLC
- b. Action. At the conclusion of the closed session, if any, the Common Council will reconvene in open session for possible further deliberation before voting and making its decision on the Development Agreement with Premier Berlin LLC

10. 2025-2026 Liquor License Requests. RECOMMENDATION: Approve Liquor License Applications as presented, subject to all locations passing all required inspections and final approval by City Attorney. *Nigbor made a motion to approve the 2025-2026 Liquor Licenses as listed, subject to the required inspections and final approval by City Attorney with a second made by Przybyl. Voice roll call passed unanimously.*

11. Mayoral appointment with Council Confirmation of Alderperson Melissa Sorenson to Liaison to the Cemetery Board and Liaison to the Sewer & Water Commission. RECOMMENDATION: Motion to approve Mayoral Appointments as presented. *Hill made a motion to confirm the appointment of Sorenson to be the Liaison to the Cemetery Board and the Sewer & Water Commission with a second by Nigbor. Voice roll call passed unanimously.*

12. Street Cruzers, Inc Special Event Permit Application for August 9-10, 2025. RECOMMENDATION: Listen to presentation with action as appropriate. *Chief Pulvermacher recommended not having a controlled intersection during the car show parade. In the past there were issues stemming from unsafe driving behavior, revving engines (which goes against the noise ordinance) and squealing tires. The people involved in the car cruise will need follow all traffic rules. Nigobr made a motion to accept Pulvermachers recommendation with a second by Sorenson. Voice roll call passed unanimously.*

13. Approve Professional Services Agreement with MSA for completion of the City of Berlin Comprehensive Plan. RECOMMENDATION: Accept recommendation of the Plan Commission to accept MSA's proposal and Scope of Services to complete the City of Berlin Comprehensive Plan.

Hill made a motion to approve the Professional Services Agreement with MSA with a second made by Przybyl. Voice roll call passed unanimously.

14. Resolution #25-04 Authorizing Wisconsin Assessment Monies (WAM) application – request for funding for Environmental Assessment of Fortnum property. RECOMMENDATION:

Approve Resolution #25-04 Authorizing Wisconsin Assessment Monies (WAM) Application for a grant to have an environmental assessment done for the Fortnum property.

Przybyl made a motion to have the city apply for a grant to have a Phase 1 Environmental study done with a passed Resolution authorizing the application with a second by Sorenson. Roll Call: Sorenson, Hill, Nigbor, Boeck, Przybyl, Stobbe passed unanimously.

15. Accept Resignation of Board of Review Member. RECOMMENDATION: Accept the resignation of Bobbie Erdmann from the Board of Review.

Nigbor made a motion to accept the resignation of Bobbie Erdmann from the Board of Review and send a thank you note for all her years of service with a second by Boeck. Voice roll call passed unanimously.

16. Appointment of Board of Review Members. RECOMMENDATION: Clarify that all five of the currently appointed Board of Review (Mary Kubiak, Carol Hughes, Dave Doan, Paul Hanan and Keith Hess) are full members, and the two alternate members positions are vacant. *Hill made a motion to clarify that all five of the currently appointed Board of Review members are full members with a second by Sorenson. Voice roll call passed unanimously.*

17. Utilities Compliance Maintenance Annual Report (CMAR) & Resolution #25-05.

RECOMMENDATION: Approve Resolution #25-05 and place on file.

Balcom mentioned that the Wastewater Facility did very well this year on their compliance maintenance report scoring a 3.91 out of 4. Sorenson made a motion to approve resolution 25-05 with a second by Przybyl. Roll Call: Boeck, Hill, Przybyl, Sorenson, Nigbor and Stobbe passed the motion unanimously. Stobbe made a note that the resolution number wasn't mentioned so a new roll call was taken after adding Resolution #25-05. Roll Call: Nigbor, Przybyl, Boeck, Stobbe, Sorenson and Hill passed the motion unanimously.

18. Hwy 91 and Hwy 49 project coordination with the Wisconsin Department of Transportation. RECOMMENDATION: Discussion with action as appropriate as to the Parking, Utilities, Sidewalk, Right-of-way, Access, Environmental documents and Bump-Out locations on the Hwy 91 (anticipated 2030) and Hwy 49 (anticipate 2029) road projects.

There will be a meeting on June 19th from 5:00-7:00pm at the Berlin High School. There is also information on the DOT website regarding this project. Motion was made by Przybyl to move forward with the 91-project using asphalt as the preferred road material, no parking is needed east of Johnson Street and no additional sidewalk is requested. For the Hwy 49 project, asphalt is the preferred road material with a second made by Hill. Voice roll call passed unanimously.

19. Intersection and Pedestrian Safety along Huron/Broadway Street corridor. Approval of visual enhancements at select crosswalks along the corridor. RECOMMENDATION: Approve increased footprint and enhanced marking for the crosswalk at Mound St and Brooklyn St intersections. Add center line pedestrian signs at Mound St, mid-block and at Brooklyn St. Provide pedestrian flags at Mound St.

Hill talked about the corner at Washington and E Huron street by El Charro's restaurant how hard it can be to see cars coming. Once the new road is put in there will either be a stop and go light or make it into a four way stop. For now, people need to be careful or use an alternate route. Hill made a motion to enhance the safety features of the Mound Street and Brooklyn Street intersections along the Broadway corridor with a second by Stobbe. Voice roll call passed unanimously.

20. 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*
21. New Business (To be used to request items of new business be put on a future agenda) *None*
22. Adjourn. *Przybyl made a motion to adjourn at 7:35pm with a second by Stobbe. Voice roll call passed unanimously. Meeting adjourned.*