

City of Evansville Common Council
Regular Meeting
City Hall, 31 S Madison St, Evansville WI 53536
Tuesday, September 12, 2023, 6:00 p.m.

MINUTES

1. **Call to order.** Mayor Duggan called the meeting to order at 6:00 p.m.
2. **Roll call**

Members	Present/Absent	Others Present
Aldersperson, Abbey Barnes	P	Leah Hurtley, City Clerk
Aldersperson, Jim Brooks	P	Mark Kopp, City Attorney
Aldersperson, Ben Corridon	P	Colette Spranger, Community Developer Director
Mayor, Dianne Duggan	P	Jason Sergeant, City Administrator
Aldersperson, Ben Ladick	P	Brian Berquist, City Engineer
Aldersperson, Gene Lewis	P	Tom Hanrahan, WPPI
Aldersperson, Joy Morrison	P	Kelly Gildner, Evansville Review
Aldersperson, Corey Neeley	P	Greg Johnson, Ehlers
Aldersperson, Erika Stuart	P	Mary Ann Zelmanski, Evansville Resident
		Joe Geoffrion, Evansville Resident
		Steve & Rita Reischel, Evansville Residents

3. **Motion to Approve the Agenda moving items 10A to follow 7A, 7F-2 and 7F-3 to follow 10A, and removing 8A from the agenda by Brooks, seconded by Neeley. Motion passed 8-0.**
4. **Motion to waive the reading of the minutes of the August 8, 2023 regular meeting, August 17, 2023 and August 20, 2023 special meetings and approve as presented by Brooks, seconded by Neeley. Motion passed 8-0.**
5. **Civility reminder:** Duggan noted the City’s commitment to civility and decorum at Council Meetings.
6. **Citizen appearances other than agenda items listed.**

Kelly Gildner: Gildner spoke up to report that it was found to be in the city limits where the communication lines were cut by TDS.

Mary Ann Zelmanski (129 Walker Street): Zelmanski shared her concerns about the condition of the roads in her neighborhood. In the past, Zelmanski has had unreturned phone calls from the mayor, and had attempted to speak to Morrison about getting the roads repaired. Zelmanski wanted to know how the Council plans on addressing these concerns.

Steve Reischel (453 Cherry Street): Reischel shared that he had the same concerns about the condition of the roads. In the past, there had been some resurfacing done and pot holes filled.

Sergeant reported Almeron, Cherry, and Walker Streets are all scheduled to be completed in 2024 and 2025. They have been a top priority since before the increase in Wheel Tax. Completing all three streets at the same time, will not be feasible. The plan will be to complete two of the streets one year and the remaining street the opposite year.

A. Leading with Purpose - Tom Hanrahan, WPPI presentation.

Hanrahan began by sharing that he has worked for WPPI for 18 years and has come to talk about WPPI energy. WPPI is the wholesale power supplier to Evansville and 50 other communities. August 23, 2023 set

a new record for peak demand, beating out July of 2022, due to the hot summer this year. The largest cost to local customers is the wholesale cost. WPPI uses resources that are owned, co-owned with other utilities, and also purchase more supplies with power purchase agreements. A key priority this past year has been to be more aggressive in resource planning. There was additional discussion about the cost of power, the different type of power available, and the future of power resources.

7. Reports of Committees

- A. **Library Board Report:** Sergeant read from Megan Kloechner's written report. The report read: Over the summer we offered 36 programs for children with over 500 people attending, 8 programs for teens with over 50 people attending, and 5 programs for all ages with over 350 people attending. We also had 61 kids complete the reading challenge (24.5% increase from last year) and 13 teens completed their reading challenge (8.3% increase from last year). The total hours read between the two reading challenges was 3,675.4 hours! A couple of programs to highlight this month: Estate Planning on September 21 starting at 5:00 PM and Virtual Travel with VR Wander on September 29 starting at 3:30 PM.
- B. **Parks and Recreation Board Report:** Neeley reported that the meeting was held at Lake Leota, with a walk occurring after the short meeting. The park was clean, but the trees still appear to be in rough shape.

C. Plan Commission Report

Spranger shared that up for consideration were three ordinances for second reading and motions for approval by the Council, to coincide with CHS and the proposed soybean plant. Part of the process to bring the facility to Evansville will be to annex the proposed site into the City of Evansville. There has been a boundary modification to the Large Scale Industrial Use area. After concerns about locking up the entirety of the land for one user were discussed with the applicant, there was an adjustment to the property lines needed for the facility. This would allow flexibility and space for future development.

- 1) Second Reading and *Motion to Approve Ordinance 2023-08, an Ordinance Annexing 241.45 acres from the Town of Union to the City of Evansville by Lewis, seconded by Brooks. Motion passed by Roll Call 8-0.*
- 2) Second Reading and *Motion to Approve Ordinance 2023-10, an Ordinance Rezoning Lands to I-2 Heavy Industrial by Lewis, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 3) Second Reading and *Motion to Approve Ordinance 2023-9 for a Comprehensive Plan Amendment by Lewis, seconded by Brooks. Motion passed by Roll Call 8-0.*

Corridon received clarification from Spranger that the area in orange will remain Mixed Use. Brooks further shared that the ordinance would be to update the Comprehensive Plan not the Zoning Code.

- 4) *Motion to Approve Land Division Application 2022-0226 for a Final Subdivision Plat (Historic Standpipe Point) on parcel 6-27-930 incorporating the conditions in the Staff Report by Brooks, seconded by Neeley. Motion passed by Roll Call 8-0.*

Spranger shared that since Common Council approve the preliminary in July, there has been discussion with the applicant development expectations. Stormwater and drainage has been reviewed by Berquist, with further discussion to occur with the applicant prior to the Plat being official.

- 5) *Motion to Approve Land Divider's Agreement for Historic Standpipe Point with conditions as stated in staff report by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*

D. Finance and Labor Relations Committee Report

- 1) *Motion to accept the August 2023 City bills as presented in the amount of \$1,837,919.58 by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*

- 2) *Motion to Approve a 24-month Contract with Spectrum Enterprise for Dedicated Fiber Internet Service by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 3) *Motion to Approve Resolution #2023-26 Authorizing \$200,000 General Obligation Bonds for Parks and Public Grounds Projects by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*

The Bond was to finance the 2023 Capital Projects and permanently finance what was secured last year for the West Side Park and pool projects. Interim financing was secured last year to provide the funds to pay the bills for the pool project and to allow more time to secure fundraising. State Law requires General Purpose Corporate Bonds to be passed as separate resolutions for each type of project that would be financed. The resolutions will allow city staff to accept the bid results on behalf of the Common Council, as long as certain financial parameters are met. This approach would allow for the required 30 days to notify the electors about the upcoming purchase of the General Obligation Corporate Purpose Bonds.

- 4) *Motion to Approve Resolution #2023-27 Authorizing \$215,000 General Obligation Bonds for Street Improvement Projects by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 5) *Motion to Approve Resolution #2023-28 Authorizing \$155,000 General Obligation Bonds for Sewerage Projects by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 6) *Motion to Approve Resolution #2023-29 Authorizing \$25,000 General Obligation Bonds for the Construction of Police Facilities by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
Corridon asked about what was changed at the Police facilities. Sergeant explained that the approved CIP was to remodel the evidence room with new evidence lockers.
- 7) *Motion to Approve Resolution #2023-30 Authorizing \$365,000 General Obligation Bonds for Swimming Pool Projects by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 8) *Motion to Approve Resolution #2023-31 Authorizing \$14,470,000 General Obligation Refunding Bonds by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 9) *Motion to Approve Resolution #2023-32 Directing Publication of Notice to Electors Relating to Bond Issues by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*
- 10) *Motion to Approve Resolution #2023-33 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$15,430,000 General Obligation Corporate Purpose Bonds, Series 2023A by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.*

Brooks wanted to point out that there was a Benchmark Report from WPPI in the front of the packet. This report had some best practices that should be taken into consideration to help strengthen all of the utilities. There had been discussion in setting up financial policies for the utilities much like the General Obligation Funds. This would help prevent going too long without future rate cases. There was also discussion about job descriptions on the top three department heads and the City Administrator.

- E. **Public Safety Committee Report:** Stuart reported that there were some more alcohol licensing that was approved. In addition, Corridon had requested information from the police on time and expenditures for the July 4th festivities. Calls are up for EMS and Police. Stuart also reported that the Police are in need of a full time officer for the 2024 budget.

F. **Municipal Services Report**

- 1) *Motion to Approve Resolution #2023-22 Amending the City of Evansville's Fee Schedule – Cemetery by Brooks, seconded by Ladick. Motion passed by Roll Call 8-0.*

Brooks reported that the last time that the cemetery fees had been looked at was in 2021, columbium in August 2018, lots with perpetual care was 2016, and monument marker approval was 2004. This has been discussed at Municipal Services, and has input from the Sexton, as well as City Hall staff.

A large amount of the meeting was spent discussing the cemetery policies and the difficulties in maintaining a city cemetery over the course of two cemetery locations in 150 years.

- 2) **Final assessment amounts and report from Town & Country Engineering on Liberty Street repairs.**

Berquist explained that the city had sent out a preliminary cost of the project prior to the start. Overall, the cost of the replacement of the sidewalks, curbs, and gutters are a 50/50 split between the City and the property owners. In addition, the cost of any driveway replacement would be 100% on the property owners. At this point, the project has been completed, so a re-evaluation has been completed to provide a final cost to the property owners.

- 3) **Motion to Approve Resolution #2023-24 Final Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefitted Property in Evansville, WI by Brooks, seconded by Ladick. Motion passed by Roll Call 8-0.**

Berquist reported the all of the State's Lead Lateral money was used for last year. City of Evansville did not qualify for the program for 2023, as it has been designated for underserved communities. The hope for the future, will be for the program to revert back to how previous years had been, as much of the designated money was not used this year. Those that did apply last year, did get the help that they needed.

G. Economic Development Committee

- 1) Review and **Motion to Revolving Loan Fund Application for Rich Joseph/Hop Garden LLC, 18 E Main Street by Brooks, seconded by Lewis. Motion passed by Roll Call 8-0.**

Spranger reported that the city has a revolving loan fund that is over two decades old, but well used. This loan has been used to give low interest loans to business owners for various expenses. Joseph owns/operates the Hop Garden in Evansville as well as Paoli. Evansville will be the primary location with the Paoli being more of a seasonal location. The use of the loan will be to complete upgrades, such as electric, to the location. The conditions of the loan term require pictures to be taken of the equipment purchased with the loan money. The term will be \$25,000 with 3% interest over the next 5 years. The collateral for the loan is the brewing equipment, which the city would then own if any defaulting on the loan were to occur.

The rest of the meeting was spent working on the plans for the Business Summit on October 13, 2023 at Creekside Place, from 8-1p.

- H. **Youth Center Advisory Board Report:** Corridon reported that Tuesday, September 5th was the first day that the Youth Center was open. There were lessons learned from the Ducky Derby to start planning much earlier for next year. Judge Alisankus has donated a jukebox and music collection. Bill Hartje has also donated a piano to the Youth Center. The decision was made to wait for a Recreation Coordinator before working on the vision and values. Moving forward, the Board will be focusing on acquiring federal and state grants, and to fundraise for a new building.
- I. **Historic Preservation Commission:** Lewis reported that 104 W Liberty wanted to replace downstairs windows with vinyl to match the vinyl windows upstairs. There are new state laws that require the homeowner to prove that the windows downstairs are not able to be fixed. The Grange Store wants to put an overhang over the back door to protect the sidewalk due to people falling. The request to have the roof raised to protect the brick archway overhang of the building. 342 W Liberty is not a historic home, but it is in the historic district. They are looking to redo the porch with composite materials, which was fine to do. However, the fence in the backyard will need to be solid wood instead of the vinyl they originally wanted to do. 16 W Main was just a sign change for Lovegood's Coffee and Cocktails. 13 W Main was just a sign for Ron's Glass Creations to represent the business. Letter of intent for certified local government grant submitted to take inventory of the carriage houses in town. Lewis also recommended for folks to drive by 20 Mill Street. This house was originally slated to be torn down, but has been restored and looks beautiful.
- J. **Fire District Report:** Brooks reported that they had taken a first look at the budget. Due to paying off the building, there was some room in the budget to hire a full time on-site employee who will be a driver. The position description will have them also on-call for the EMS during the time that they are on the clock.

There were some changes made to how the Fire District accrues cash, as they are unable to take out any bonds and need to have cash upfront for any fire truck purchases made.

K. **Police Commission Report:** Did Not Meet

L. **Energy Independence Team Report:** Brooks reported that they had a nice meeting discussing the Ice Age Trail and the time that it took to get the route blazed and what the next steps will be to connect to the south. There was also a report from the Green Team at the High School, and things seem to be doing really well. Brooks feels that the city will be in good hands with the kids that are coming up through that particular program.

M. **Board of Appeals Report:** Will meet September 28, 2023

8. **Unfinished Business**

~~A. Discussion and Possible Motion to Approve 2nd Amendment to Settler's Grove~~

9. **Communications and Recommendations of the Administrator**

Sergeant reported that an offer was made for a Municipal Services Director. The selection had come down to two candidates. WPPI was very helpful in the process, with offering a great deal of advice and recommendations. Health insurance costs have just come in with a 14% increase, being the highest ever seen. The demolition of the old pool should start within the next two weeks. The fundraising for the Park Improvement Plan is about \$70,000 away from their \$1.7 million goal. There was an offer accepted for the General Labor position with Public Works. For the remainder of the week, Brooks, Morrison, and Sergeant will be at the WPPI annual meeting. Next week there will be a Wisconsin Planning Conference that Spranger and Sergeant will be attending. Sergeant wanted to thank Hurlley and Deputy Clerk Klitzman for working on a number of code updates and tackling bank reconciliation with great progress.

10. **Communications and Recommendations of the Mayor**

Duggan shared that there are reminders for those attending the Common Council meetings to treat everyone with kindness, respect, and to be courteous. The same treatment should be done for those that are in attendance as well as city staff. Duggan asked that anyone who has a situation with someone, to please bring it to her attention.

A. **Mayoral Proclamation #2023-04 Library Card Sign-Up Month 2023**

Brooks read the Mayoral Proclamation.

B. **Motion to appoint Megan Devorak, 6635 N Abey Ct, Evansville, WI 53536 to the unexpired three-year term to Youth Center Advisory Board expiring 2025 by Brooks, seconded by Corridon. Motion passed by Roll Call 8-0.**

C. **Motion to appoint Gene Miller, 437 Badger Dr, Evansville, WI 53536 and Dennis Hughes, 715 Badger Dr, Evansville WI, to unexpired three-year terms to the Zoning Board of Appeals respectively expiring 2024 and 2025 by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.**

11. **New Business**

A. **Motion to Approve Resolution #2023-25 Amending the City of Evansville's Fee Schedule- Subdivision, Planning, and Zoning Fees by Brooks, seconded by Morrison. Motion passed by Roll Call 8-0.**

Corridon asked Sergeant why the fees hadn't been adjusted since 2005, 2006, and 2008. Sergeant shared that since he wasn't in his position at the time, he couldn't give a reason to the delay in looking at rates. He further explained that when he had been the Community Developer, there had been some looking into neighboring community's fees. At the time, the fees didn't seem to be as large of a discrepancy as they currently are. It was brought to the City's attention about 4-5 months ago, by a developer, how far under other communities' costs Evansville was. Spranger included that while the fees are a significant increase, it does fall in line with other communities.

The minutes are not official until approved by the Common Council at the next regular meeting.

12. **Introduction of New Ordinances**

A. **First Reading of Ordinance #2023-07, Amending Chapter 26 - Cemeteries.**

Brooks read the First Reading for Ordinance #2023-07, Amending Chapter 26-Cemeteries

13. **Upcoming Meeting Reminder:**

A. Budget presentations: Tuesday, September 26, 2023 6:00pm at City Hall

B. Regular Common Council Meeting, Tuesday October 12, 2023, at 6:00 p.m.

14. **Motion to Adjourn by Neeley, seconded by Corridon. Motion passed at 7:29pm 8-0.**

*Respectfully Submitted,
Elle Natrop*