



**CITY OF RIVER FALLS, WISCONSIN  
COMMON COUNCIL PROCEEDINGS**

**February 25, 2020**

Mayor Dan Toland called the meeting to order at 6:30 p.m. in the City Council Chambers located in City Hall.

**City Council Members Present:** Todd Bjerstedt, Sean Downing, Christopher Gagne, Scott Morrissette, Diane Odeen, Michael Page, Hal Watson

**Members Absent:** None

**Staff Present:** City Administrator Scot Simpson; City Attorney Chris Gierhart; Police Chief Young ; Assistant City Administrator Jason Stroud; Operations Director Mike Stifter; City Engineer Crystal Raleigh; Community Development Director Amy Peterson; Finance Director Sarah Karlsson; Utility Director Kevin Westhuis; City Clerk Amy White; Communications Manager Mary Zimmermann; Assistant to the City Administrator Brandt Johnson; Economic Development Specialist Keri Schreiner; Facility Maintenance Supervisor Tom Schwalen; Electric Superintendent Wayne Siverling; City Planner Sam Wessel

**Others Present:** others

**The Pledge of Allegiance was said.**

**APPROVAL OF MINUTES:**

February 11, 2020, Regular Meeting Minutes

**MSC Morrissette/Odeen approve minutes. Unanimous.**

**APPROVAL OF BILLS:**

Bills \$6,117,289.14

**MSC Page/Watson move to approve bills subject to the comptroller. Unanimous.**

**PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:**

There were no public comments.

**Update on Economic Development Marketing Plan**

Economic Development Specialist Keri Schreiner provided Council with a presentation. The City hired Ady Advantage to assist in creating the economic marketing plan. Schreiner provided background on the process. She talked about the strategies were developed which included: 1) position River Falls to better compete nationally and internationally for new businesses; 2) market River Falls to Minnesota commercial realtors; 3) implement a customer relationship marketing strategy; 4) institute measurement strategies to determine effectiveness of the City's marketing efforts. Schreiner also shared a video created to promote shovel ready and available sites in River Falls for future development. She stood for questions upon completion of the presentation. Alderperson Gagne asked who the best person was for a business owner who is looking to come to River Falls to contact. Schreiner said Community Development staff, but she specifically works with those entities.

**2019/2020 Legislative Priorities Update**

Assistant to the City Administrator Brandt Johnson provided a general overview and updated status of legislative priorities identified by Council for 2019. He provided background on the legislative session and the City's representatives. Johnson talked about the Wisconsin Act 42 which is legislation for biennial budgeting, transportation funding, emergency detention beds, and closing dark store loopholes. Johnson also talked about

legislative funding priorities. Upon completion of the presentation, Johnson stood for questions. Alderperson Morrissette asked about the biennial budgeting and the odd number years. Johnson provided an explanation. Alderperson Gagne asked about Hwy. 29. City Engineer Raleigh talked about the layout provided in the plans. There was further discussion.

**PUBLIC HEARING:**

Request for Class “B” Beer License and “Class C” Wine License – JRKM Management dba Swinging Bridge Brewery, 122 S. Main Street

**At 6:52 p.m., Mayor Toland recessed into a Public Hearing for comments. There were none. At 6:52 p.m., the Mayor moved into Open Session. MS Downing/Page move to approve the license.** Alderperson Morrissette noted that he usually asks questions, but the request comes from a person who is already an agent so he doesn’t need to do so. **With no other questions/comments, the Mayor asked for a vote on the motion. The motion passed unanimously.**

**CONSENT AGENDA:**

Acknowledgement of the following minutes:

- River Falls Housing Authority – 1/8/20; Utility Advisory Board – 1/20/20;
- West Central Wisconsin Biosolids Facility Commission – 11/21/19; 12/19/19;
- EMS Advisory Board – 1/6/20; Historic Preservation Commission – 1/9/20;
- Plan Commission – 1/7/20

Resolution Awarding Bid for Police Department Remodel and Addition Project at 2815 Prairie Drive→→***pulled by Downing***

Resolution No. 6446 - Authorizing Purchase of South Fork Substation MV Circuit Breakers

Resolution Awarding Proposal for Sale and Removal of City Owned House at 456 Hanson Drive→→***pulled by Downing***

**MS Odeen/Watson move to approve the remainder of the Consent Agenda.** The Mayor asked for comments. Alderperson Gagne commented on the River Falls Housing Authority minutes. He asked that the Housing Authority and Police Department continue to work together. **With no other comments, the Mayor asked for a vote. The Consent Agenda passed unanimously.**

Resolution No. 6447 Awarding Bid for Police Department Remodel and Addition Project at 2815 Prairie Drive

Alderperson Downing asked about the five percent contingency for the construction versus a flat amount. City Administrator Simpson said contingencies range 5-20 percent - lower than five percent would not be typical. The Council could provide a policy statement defining what is acceptable. As it is written, anything under the 4.5 percent would be considered budgeted items. Simpson provided further details.

Downing asked if there was a standard amount. Simpson thought it would be based on the project. Alderperson Watson suggested it depends on the risk. Morrissette commented that he typically requires clients to start at ten percent. He provided further detail. There was further discussion. Simpson thought that amount was adequate and provided scenarios depending on Downing’s aim. Downing said his aim was to find a standard for this type of project. **MSC Downing/Morrissette move to approve the resolution. Unanimous.**

Resolution No. 6448 Awarding Proposal for Sale and Removal of City Owned House at 456 Hanson Drive

Downing wondered if we had more time if we could have gotten a better deal. Gagne thought demolition and restoration would have cost roughly \$20,000. He thought it was a fantastic move on the part of the City staff. Downing asked his question again.

Facility Maintenance Supervisor Tom Schwalen handled the bidding for the project. It was publicly noticed for two weeks during which time he got three inquiries. He explained the challenge with the project is having a lot to move it and getting from Point A to Point B. There wasn’t a lot of interest. Morrissette asked if the calls were about the demolition or removal. Schwalen said removal. Gagne asked about moving the house. Schwalen provided an explanation. Downing asked Schwalen if we would extend the deadline for two more

weeks would we get a better offer. Schwalen did not believe so. **MSC Downing/Morrisette move to approve resolution. Unanimous.**

**ORDINANCES AND RESOLUTIONS:**

Resolution No. 6449 - Approving the Sterling Ponds Park Plan

City Planner Sam Wessel gave a presentation. It was reviewed and forwarded to Council by the Park and Recreation Advisory Board with a positive recommendation. The purpose of the plan is to determine if it adequately serves the surrounding neighborhood and to recommend improvements accordingly. He outlined the Sterling Ponds Park Plan and provided a history. He talked about recommendations including improvements costing approximately \$635,099 with most being funded with impact fees as they are being collected while lots are developed. Wessel stood for questions. Morrisette asked if data was found from a previous meeting with Sterling Pond residents which was some time ago. Wessel said no, this was the first he has heard of it. Morrisette thought it would be interesting to find that information. Alderperson Bjerstedt asked if the City usually puts the parks in; he thought the developer usually puts the park in.

Detailed information was provided by City Administrator Simpson who gave a history and talked about park impact fees. There was further discussion including Alderperson Watson who asked about a berm easement. Downing thanked the Park Board for a fantastic plan. **The Mayor asked for a motion. MSC Odeen/Gagne move to approve the resolution. Unanimous.**

Resolution No. 6450 - Approving Wisconsin DNR/Fire Department Memorandum of Understanding for Mutual Aid and Fire Suppression Services

**MSC Watson/Morrisette move to approve the resolution. Unanimous.**

**REPORTS:**

Administrator's Report

City Administrator Simpson provided updates and talked about upcoming elections, the Police Department Remodel and bid, and the FERC meeting.

Comptroller's Report for January 2020

Comptroller Odeen read the following: General Fund revenues through the end of January were \$731,457.12 and include the January property tax settlement and 1st quarter transportation aids. Expenditures for the same period were \$661,626.57, for a net of revenues over expenditures of \$69,830.55.

**ANNOUNCEMENTS:**

Mayor's Appointments

Business Improvement District Board

Reappointment of Mike Miller through December 2022

Reappointment of Amy Halvorson through December 2021

**MSC Morrisette/Odeen move to approve the Mayor's Appointments.**

**MSC Bjerstedt/Watson move to adjourn at 7:29 p.m.**

Respectfully submitted,

Kristi McKahan, Deputy Clerk