COMMON COUNCIL MEETING
June 28, 2010

Present: Brockman, Miller, Schraeder, Schueler, Werch, Will. Peabody arrived at 6:54 p.m.
Hansen arrived at 7:24 p.m.
Absent: Luskey
Others: City Attorney Wurtz, Assistant to City Administrator Rich

Mayor Will called the meeting to order at 6:37 p.m.

Presentation – human resources study project (RW Management Group)
Ed Henschel and Jeffrey Roemer of RW Management Group, Inc. provided background information on their firm as well as their individual areas of municipal expertise. They also discussed the approach to be used in their study and answered questions regarding the estimate of hours schedule provided in the proposal. It was clarified that the Library and Fire District are not included in the scope of the RFP. Jeff and Ed both provided specific examples of how recent municipal studies have resulted in savings to their clients that significantly exceeded the cost of the study. Ed indicated the timeline in the RFP could still be met if a decision is reached within the next week.

Presentation – human resources study project (Public Administration Associates)
Daniel Elsass and Stephen Hintz of Public Administration Associates, LLC gave a PowerPoint presentation outlining their firm’s qualifications and experience, as well as the methodology for their analysis, which included defining what type and level of services the City needs to provide, identifying how well it is providing these services, and identifying ways in which the City can increase its future capacity to serve its citizens. They also discussed their technical approach using an “input, output, and outcomes” model. Outcomes refer to the impact of services (i.e. did the number of drug and alcohol abuse incidents decline in Ripon). Output refers to the actual tasks being performed (i.e. how frequently are commercial store doors checked). Input refers to the resources utilized to perform the tasks (i.e. personnel and equipment). A project timeline was handed out and reviewed, and specific examples were cited of municipalities that experienced significant cost reductions through consolidation of departments and/or supervision, the elimination of redundant or overlapping responsibilities, as well as through outsourcing.

(At 7:26 p.m. a short break was taken to move to the Council Chambers.)

Mayor Will called the meeting back to order at 7:30 p.m.

Following the Pledge of Allegiance, Reverend Father Schmitz gave the invocation.

Schraeder moved and Schueler seconded a motion to approve the meeting agenda as presented. Motion carried 7-0.

Public communications and comment
Desiree and Glen Beier, 627 Harvey Street, asked that the council reconsider their request for a credit on their water and sewer bill, as they were unaware of the problem. Denise Martinez also addressed the Council and stated that she realized this would be setting a precedent, but asked the council to consider the credit a return on investment, as the money would be spent elsewhere in the community. Barb Miller commented that she would like to see this type of situation handled on a case by case basis by staff, and asked to have this item placed back on a future agenda.
Presentation – City’s 2008 financial audit
Mike Konecny of Schenck, the City’s auditor, presented the 2009 financial audit, noting that the City’s undesignated fund balance of $1.4 millions represents 27% of the general fund operating expenditures. The recommended target is 20%, so the City is in good financial shape. He noted the revenues were down for the wastewater and water utilities, and this was due to decreased usage from commercial customers. The water utility had an operating loss in 2009 due to the recoating of the water tower. Both utilities have strong fund balances, but if the decline in revenues continues, costs will need to be reduced to prevent rates from going up.

Schraeder moved and Miller seconded a motion to accept the 2009 financial audit as presented. Motion carried 7-0.

Consent calendar
Miller moved and Peabody seconded a motion to approve the consent calendar as presented. Following Wurtz’s clarification of the license under item #1, Miller moved and Peabody seconded an amendment to the motion that approval of item #1 is subject to the payment of proper fees. Motion and amendment carried 7-0. With this motion, the Council approved the following two items:

2. Ordinance – amend Chapter 12.00.010 of the Ripon Municipal Code to adopt Wisconsin Statutes 101.123 by reference (smoking prohibition)

Amend Ordinance #1367 and adopt sidewalk café license application fee
Bob Hilke of Pastimes asked that the Council consider changing the closing time in the ordinance. Currently serving is to stop at 10:30 p.m. and the premises must be vacated by 11:00 p.m. He recommended the time be changed to the business’ regular closing time. Alisa Zabel of Boca Grande Capital asked the Council to take the Roadhouse deck and America’s patio locations into consideration if amending this ordinance. She also asked the Council to please pass the noise portion of the amendment to accommodate a barbershop quartet planned for the upcoming 4th of July weekend. After considerable discussion, Schraeder moved and Brockman seconded a motion to amend the ordinance as presented. Motion carried 7-0.

Schueler moved and Brockman seconded a motion to bring this ordinance forward as an action item for the Council’s first meeting in July and to establish a public listening session to take citizen input regarding this ordinance. Motion carried 7-0.

Project updates and staff reports - none

Mayor’s communications and appointments
At the mayor’s request, Brockman moved and Schraeder seconded a motion to approve the appointment of three Library Board members (Grace Ann Hansen, Paula Price) for new terms ending June 30, 2013, and Kathy Davis (finishing the term as school district representative for Grace Anne Hansen through June 30, 2011). Motion carried 7-0.

Will advised that the garbage collection audits have been suspended. Many complaints were received from people whose garbage wasn’t picked up. Their concerns will be evaluated and adjustments will be made to the program before moving forward. Brockman added that this is an educational process as well, and he commended DPW for doing what was asked of them.
**Agenda items for future council meetings**
Brockman asked about the timing of making a decision on the staffing analysis and it was agreed to bring this forward as an action item at the Council’s first meeting in July.

With no further business before the Council in open session, Brockman moved and Peabody seconded a motion to adjourn to closed session under Wisconsin Statutes 19.85(1)(c) “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”

**RE: Request for TIF financing for a project located within TIF District #6**

Motion carried 7-0. Will declared the meeting adjourned to closed session at 8:23 p.m.

Respectfully submitted,
Lori Rich, Assistant to the City Administrator