



CITY OF RIPON

100 Jackson Street Ripon, WI 54971-1396

CITY OF RIPON COMMON COUNCIL MEETING Council Chambers, City Hall Tuesday, December 14, 2021 7:00 p.m. (Amended Agenda)

- I. Call to order/roll call
- II. Pledge of Allegiance/Invocation – Peg Salmela
- III. Approval of agenda
- IV. Public communications and comment
- V. Accept Informational Reports from Standing Committees and Staff
 1. Historic Preservation Commission minutes – November 2
 2. Plan Commission minutes – November 17
 3. Ripon Area Fire District minutes – October 5, October 12
 4. Building Inspector report – November
 5. EMS report – November
 6. Public Works Department report – Distributed at meeting
 7. Police Department report – October
 8. Ripon Area Fire Department report – October
 9. Senior Citizen report – November
 10. Water Department report – November
 11. City Administrator report – November
- VI. Consent calendar (Unless the Mayor, Council or staff asks that one or more of the items listed be pulled, this list may be approved with a single vote.)
 1. Common Council minutes – November 9 (Budget Hearing), November 9, November 22

2. Historic Preservation Commission – Certificate of Appropriateness for 230 Watson Street

(Staff note: At their December 7 meeting the Historic Preservation Commission recommended that the Council re-approve the Certificate of Appropriateness application from Graystone Ventures, LLC for exterior remodel with garage addition at west side of existing building.)

3. Historic Preservation Commission – Certificate of Appropriateness for 113 E. Fond du Lac Street

(Staff note: At their December 7 meeting the Historic Preservation Commission recommended that the Council approve the Certificate of Appropriateness application from the American Legion for the removal and replacement of exterior columns.)

VII. Action items

1. Senior Center / Trailhead Project Update and Bidding

(Staff note: MSA will be in attendance to present updated designs and specs for the project. Staff is seeking authorization from the Common Council to release bids for the project.)

2. Business Improvement District (BID) operating plan

(Staff note: State statute requires the BID to meet annually to review their operating plan, and to submit the operating plan to the Council for approval. Members from the BID Board will present their updated 2022 operating plan to the Council at the meeting.)

3. 2022 Shared Ride Taxi Operating Contract and Lease Agreement

(Staff note: Under direction of WisDOT, the city issued a Request for Proposals to provide shared ride taxi services. The city received two responses to the RFP, with Brown Cab Service, Inc. submitting the best technical and lowest cost proposal. The services provided are funded primarily through state and federal transportation grants, which the city has applied for by the December deadline. Staff recommend approval of the contract and lease agreement with Brown Cab Service, Inc.)

4. Council Confirmation of Finance Director/Assistant City Administrator

(Staff note: Per Section 2.22.010 of the City Code - The city administrator shall appoint the budget and finance director subject to approval by the city council.)

5. Appoint Election Inspectors, Special Voting Deputies, Election Registration Officials and Municipal Board of Canvas Members for 2022/2023 Election Cycle.

(Staff note: Every 2 years the state requires that election workers be appointed for the upcoming 2-year election cycle. Staff recommends approval of the attached list of election specialists for 2022/2023).

6. Authorize City Administrator to Seek Applicants for City Clerk Position

(Staff note: The City Clerk has notified the city of plans to retire in 2022. Staff seeks authorization to seek applicants for the position. Included is a proposal for recruitment services for consideration as an option to assist with filling the position.)

7. Resolution Establishing Rates Charged for Ambulance Services
(Staff note: Ripon Guardian Ambulance is suggesting certain changes to the charged fees for the ambulance service to cover operational expenses and capital needs. Staff recommends approving these changes effective January 1, 2022).

VIII. Discussion Items

1. ATV/UTV Route Ordinance Discussion
(Staff note: ATV/UTV routes last appeared on a council agenda on 6/28/2021. The issue remains tabled from the 9/28/2020 council meeting. Staff have drafted an ordinance regulating ATV/UTV routes in the city for council review and discussion.)

IX. Project updates & staff reports

X. Mayor's communications and appointments

1. Business Improvement District Nominations

XI. Agenda items for future Council meetings

XII. Adjourn