

CITY OF DARLINGTON COUNCIL PROCEEDINGS
REGULAR SESSION
SEPTEMBER 5, 2023

The meeting was called to order by Mayor Mike McDermott at 7:00 PM. The Pledge of Allegiance was then recited. Present at roll call were: John Sonsalla, Ray Spellman, Dave Roelli, Joe Boll, Cindy Corley and Steve Pickett. Absent: None. Also present were: Mark Digman of Delta 3 Engineering, Al Hinderman, Amy Johnson, Wade Berget, Kim Winslow, Brian Lund and Phil Risseuw.

Motion by Pickett second by Sonsalla that the meeting notice and agenda were properly posted. Motion carried. Motion by Pickett second by Spellman to approve the minutes of the previous meeting. Motion carried.

Under unfinished business, discussion was held concerning bids received for Pecatonica River Trails Park – Campground Expansion.

- Award of construction bid for this project. Copies of the bid results were included in the agenda packet. Mark Digman of Delta 3 Engineering attended the meeting to present information and answer questions. Mark then explained his reasoning for adding an alternate electrical layout bid for this project. This addition created confusion for the contractors and Council members. Wade Berget and others stated they preferred to stay with the initial electrical layout included in the base bid; and not accept the bids that included Alternate “A”. The pros and cons of both electrical layouts were discussed. It was the consensus of those present to accept a bid that includes the initial electrical layout. Based on that consensus, Mark Digman stated the low bid for this project using the initial electrical layout was Backyard, LTD in the amount of \$233,600.00. After discussion and consideration, motion by Spellman second by Pickett to accept the bid from Backyard, LTD in the amount of \$233,600.00 for the campground expansion project as presented. By Voice Vote: All Ayes. Motion carried. Mark Digman and Wade Berget then left the meeting.

Under new business, discussion was held concerning the following recommendations for improvements at the Darlington Municipal Building. Copies of cost proposals for some of these items were included in the agenda packet. Al Hinderman attended the meeting to present information and answer questions.

- New concrete sidewalks, steps and hand rails for steps.
- New bathroom partitions in the women’s, men’s and Day Care bathrooms on the first floor.
- Flake floor coating in the women’s, men’s and Day care bathrooms on the first floor and women’s and men’s locker rooms.
- Otis Elevator quotes for the following improvements to the Municipal Building elevator: solid-state starter; Optiguard Shield 2D door protection system; and HydroEnhance control board.
- Staley Plumbing & Heating invoices for heating system boiler repairs.

Al Hinderman then reported on each item to those present. Some of the concrete work has already been completed and the hand rails for the steps on the north and south building entrances have already been installed.

It was the consensus of those present, that Council approval should have been requested prior to the concrete work being completed. The cost estimates for each item were then reviewed and discussed. Al stated he talked with the Otis Elevator service technician again today, and he suggested waiting on the Otis Elevator improvements for now; due to the minimal use of the elevator at this time. Based on this information, all of the Otis Elevator improvements were removed from consideration.

Discussion continued on the remainder of the items. The estimated cost of the concrete sidewalks and hand rails is \$10,000.00. The estimated cost of the new bathroom partitions is \$14,170.00 and the estimated cost of the flake floor coating is \$11,300.00. And the estimated cost of the heating system boiler repairs from Staley Plumbing & Heating is \$16,000.00. These projects have a total estimated cost of \$51,470.00. After discussion and consideration, motion by Roelli second by Spellman to approve these improvements to the Municipal Building as presented, and include these amounts in the new borrowing. Motion carried. It was then suggested that money be included in the Municipal Building outlay budget request for future elevator expenses. Al Hinderman then left the meeting.

The final 2023 assessed value report including manufacturing totals was then presented for review and consideration. The City's total 2023 assessed value is \$141,157,900 which is \$4,201,400 higher than the 2022 total assessed value. However, the City's 2023 equalized value, as calculated by the Department of Revenue is \$178,513,900. Therefore the 2023 assessment ratio is 79.07%. Based on this information, it is recommended that the Council consider approval of the computer assisted revaluation contract from Gardiner Appraisal Service, under the next agenda item.

Discussion was then held concerning two proposed contracts from Bruce Gardiner Appraisal Service, LLC – Maintenance Contract and Computer Assisted Revaluation Contract. Copies of these two contracts and supporting information was included in the agenda packet.

- Maintenance Contract - \$11,500.00 per year cost for 2024 and 2025.
- Computer Assisted Revaluation Contract - \$14,900.00 total cost for 2024.

After review and consideration, motion by Pickett second by Roelli to approve both the Maintenance Contract and Computer Assisted Revaluation Contract with Bruce Gardiner Appraisal Service, LLC as presented. Motion carried.

The proposed 2024 budget approval schedule was presented for review and approval. In order to approve the 2024 City budget at the December 5th, 2023 Council meeting, a schedule is provided to the department heads for their use. A copy of the proposed 2024 budget schedule was included in the agenda packet. After review and consideration, motion by Pickett second by Spellman to approve the 2024 budget approval schedule as presented. Motion carried.

Discussion was then held concerning the proposed advertisement for Utility Billing / Clerical Support Position opening in the Clerk-Treasurer's Office. A copy of the proposed advertisement was included in the agenda packet. The advertisement will be placed in the Republican Journal on September 14th and 21st. Applications are due by Thursday, September 28th, 2023 at 2:00 PM. After review and consideration, motion by Pickett second by Boll to approve the advertisement for Utility Billing / Clerical Support Position opening in the Clerk-Treasurer's Office as presented. Motion carried.

Discussion was then held concerning an application for Temporary Class "B" Retailer's License from Darlington Chamber/Main Street, beginning at 5:00 PM on September 20, 2023 and ending at 8:30 PM on September 20, 2023, for an outdoor event held on W. Ann Street, on the north side of the Driver Opera House. A copy of the license application was included in the agenda packet. A copy of Chief King's approval letter was distributed to Council members at this meeting. After review and consideration, motion by Sonsalla second by Pickett to approve the Temporary Class "B" Retailer's License application from Darlington Chamber/Main Street as presented. Motion carried.

Discussion was then held concerning loan proposals received for approved projects and debt consolidation. Copies of the request for loan proposals and three loan proposals were included in the agenda packet. Loan proposals were received from First National Bank at Darlington, Woodford State Bank and Apple River State Bank. The lowest interest rate was provided by Apple River State Bank at 3.55% fixed for ten years. However, the Apple River State Bank proposal did not state there was no prepayment penalty during the loan term. After discussion and consideration, motion by Roelli second by Pickett to accept the loan proposal from Apple River State Bank at 3.55% fixed for ten years, provided there is no prepayment penalty. Motion carried.

Motion by Pickett second by Spellman to approve the following August, 2023 vouchers: City vouchers #44994 thru #45075 in the amount of \$708,412.17; Direct deposit payroll vouchers #13406 thru #13510 in the amount of \$84,667.43; Water Dept. vouchers #7185 thru #7206 in the amount of \$87,316.95; Sewer Dept. vouchers #7861 thru #7876 in the amount of \$371,008.44; and Library vouchers #6242 thru #6250 in the amount of \$13,086.24. Motion carried.

Under reports of committees, Alderperson Corley reported on the Library Board meeting held August 31, 2023. And it was the consensus of those present to have representatives of General Code to attend a meeting of the Policies, Procedures and Ordinance Committee on Tuesday, September 26, 2023 at 6:00 PM.

Motion by Roelli second by Corley to go into closed session in accordance with Section 19.85 (1) (e) Wis. Stats., to consider preliminary information regarding the sale of three lots in the business park. Roll Call Vote: All Ayes. Motion carried.

Motion by Roelli second by Boll to reconvene to regular session in accordance with Section 19.85 (2) Wis. Stats., to adjourn the meeting. Roll Call Vote: All Ayes. Motion carried.

There being no further business for this meeting, motion by Roelli second by Corley to adjourn the meeting at 8:10 PM. Motion carried.

CITY OF DARLINGTON

Philip A. Risseuw, Clerk-Treasurer