

CITY OF SHULLSBURG, WISCONSIN
COMMON COUNCIL MINUTES
AUGUST 16, 2023
6:30 P.M.

A regular meeting of the Common Council of the City of Shullsburg was held August 16, 2023 in the Community Room of the Shullsburg Community Townsend Center, 190 N. Judgement Street, Shullsburg, Wisconsin. Mayor Verne Jackson called the meeting to order at 6:30 p.m. Notice of the meeting was posted at the Townsend Center, Shullsburg Post Office and Turpin's Home Town Grocery. Roll Call- Gloria Swenson, Susie Doyle-Wand, Cheryl Mulcahy, Dan Morrissey - Present. Others present- Brian Lund, Troy Maggied, Cory Ritterbusch, Nathan Russell, Cassidy Reilly, Laura Weiskircher, Janelle Schumacher and Marsha Einsweiler.

Pledge of Allegiance

Approval of Minutes - *Motion by Swenson second by Mulcahy to approve the minutes of the July 19, 2023 meeting. All aye, motion carried.*

Committee Reports & Purchase Orders – Street Committee and Park Committee reports were given.

Police Chief Report – Police Report was emailed to the Council for prior review.

Approve Bills - *Motion by Morrissey second by Doyle-Wand to approve the bills for General, Water, Sewer, Electric, Pool, Museum, Library & TIF Funds. All aye, motion carried.*

Public Comment – None

Attorney Opinion on Downtown Business District Building Use – As requested, Attorney Nathan Russell presented the Council with a Memo regarding Ordinance Enforcement in the Downtown Business District. Based on preliminary research, Russell believes the Council does have options for enforcing zoning ordinances which prohibit the use of buildings in the Downtown Business District for storage. Russell fielded questions from the Council on the matter and after brief discussion Russell advised the Council to take no action at this time in order to allow for additional research to be done. No action was taken.

Comprehensive Plan – Troy Maggied of SWWRPC met with the Council to review the previously approved Comprehensive Plan and to offer help in carrying out the plan. He suggested a review of the Comprehensive Plan be on the Council agenda quarterly. He also suggested an Economic Development Committee be created in order to do additional planning. *Motion by Swenson second by Morrissey to approve creating a development committee as discussed. All aye, motion carried.*

Badger Park Tree Plan – Cory Ritterbusch presented an updated Tree Plan for Badger Park and highlighted some pertinent details to the Council summarizing that he recommends planting 18-20 new trees in the next 5 years at a cost of approximately \$2500 per year. Ritterbusch also suggested accepting donations of trees planted as memorials and offered to provide a set of guidelines to follow. *Motion by Doyle-Wand second by Swenson to approve the Badger Park Tree Plan as presented. All aye, motion carried.*

Parkview Subdivision Tree Plan – Cory Ritterbusch also presented a Tree Plan for Parkview Subdivision to include trees planted in out lots #1 & #4 to provide screening and increase aesthetic value. TIF money could be used for this project. This will be added to the September meeting agenda for further discussion and possible approval.

CDBG Application – After brief discussion regarding the CDBG application and information from the July 19th Council Meeting from Delta 3, *motion by Swenson second by Doyle-Wand to approve Delta 3 completing an income survey and further project design for the purpose of completing the CDBG application. All aye, motion carried.*

Shullsburg Fund Grant – After brief discussion regarding the use of the Shullsburg Fund Grant to purchase tables and benches for the Shelter Houses at Badger Park, it was decided to delay further discussion until the September Council meeting in order to pursue potential donations to assist with funding.

Resolution for Sidewalk Special Assessments – *Motion by Morrissey second by Doyle-Wand to approve the Resolution for a Special Assessment on the Sidewalk on North Iowa Street. All aye, motion carried.*

Special Event Application Submitted by Advance Shullsburg For Cheesefest – Cassidy Reilly was present representing Advance Shullsburg. Advance Shullsburg submitted a Special Event application for Cheesefest requesting a portion of West Water Street be closed for the event and open intoxicants be allowed on West Water Street. Reilly notified the Council that they would not be requesting a Temporary Beer/Wine Permit for Cheesefest. *Motion by Doyle-Wand second by Swenson to approve the Special Event Application for Cheesefest on October 7, 2023, including Temporary Closing of a Portion of West Water Street and Allowing Open Intoxicants on a Portion of West Water Street. All aye, motion carried.*

Gardiner Appraisal Service – The Council reviewed a letter from Gardiner Appraisal Services notifying customers of their retirement at the end of 2023. The Appraisal Firm will continue to be owned and managed by Bruce Gardiner, Greg’s brother. The Council reviewed Bruce Gardiner’s resume as well as a Maintenance Contract for services provided by Bruce Gardiner. *Motion by Swenson second by Mulcahy to approve the Contract as presented with the obligation to pay Bruce Gardiner Appraisal Service the sum of \$6,900.00 per year for 2024 and 2025 for services provided. All aye, motion carried.*

Townsend Center Phone System – Phone system quote from Go To was presented to the Council and reasons for needing new phones was discussed. *Motion by Doyle-Wand second by Morrissey to approve the quote for the Go To phone system as presented. All aye, motion carried.*

Clerk/Treasurer Report – Treasurer’s Report was sent to the Council in advance of the meeting.

Future Agenda Items – Economic Development Committee; Closed Session to Discuss Purchase of Property & Personnel Contracts; Parkview Tree Plan; Tables & Benches in Shelter House; Downtown Business District Building Use.

At 7:59 PM a motion was made by Mulcahy, second by Doyle-Wand to adjourn. All aye, motion carried.

Janelle Schumacher
Assistant Clerk/Treasurer