

CITY OF SHULLSBURG, WISCONSIN  
COMMON COUNCIL MINUTES  
MARCH 26, 2024  
6:30 P.M.

A regular meeting of the Common Council of the City of Shullsburg was held March 26, 2024 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- Mark Doyle, Bart Nies, Brian Lund, Troy Maggied, Misty Molzof, Donny Dickinson, Allison Taylor, Wayne Gehrt, Dana Hamm, Dave Turpin, Janelle Schumacher, Roxanne Schwartz, Jeff Russell, Peg Rowley, Debbie Lethlean, Tom Lethlean, Susan Wiegel, Peggy Herbst, Janet Monahan, Stephen Wiegel, Dick Roddick, Duane Wedige, Emily Fecht.

**Pledge of Allegiance**

**Approval of Minutes** - *Motion by Swenson second by Morrissey to approve the minutes of the February 21, 2024 meeting. All aye, motion carried.*

**Police Chief Report** – This report was emailed. No questions at this time.

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

**Public Comment** - None

**Presentation by Delta 3 Engineering Regarding Pickleball Court Project** – Mayor Jackson began the discussion with statistics about the growth in popularity of pickleball. Bart Nies of Delta 3 Engineering presented the Council with a preliminary design plan for two pickleball courts at Badger Park and an opinion of probable cost totaling \$157,425. Questions raised included whether a fence is needed, whether two courts are needed, if the electrical work could be done by City Employees and if there are grants available. Jeff Russell questioned whether a local lodging tax could be implemented to help pay for the project. Morrissey commented that the Shullsburg Fund grant could be used, and possible funds that are typically given to Advance Shullsburg. Troy Maggied of SWWRPC commented that a DNR grant could help with funding. The deadline to apply is May 1. The DNR grant process will take up to a year, so construction could possibly start in Spring 2025. Mayor Jackson asked the community members if the current court being used for pickleball is sufficient for this season. Russell commented that it could use some backtop to level the court. He also urged the Council if they move forward with new courts, to ensure the courts are maintained well. *Motion by Swenson second by Morrissey to approve moving forward with the engineering and grant writing for the Pickleball Court project. All aye, motion carried.*

**2025 Infrastructure Improvements** – Nies continued to address the Council regarding pursuing funding towards infrastructure improvements that had been previously discussed. An income survey for CDBG funding did not produce the needed results to pursue funding from that source. There are still DNR grants that can be applied for in June and September. The engineering for the projects will not expire. This work had been previously discussed and approved. No action taken.

**Commercial Development Project** – Maggied from SWWRPC addressed the Council regarding the potential development of additional commercial property within the city limits. He explained the ability to apply for funding through an economic development administration grant, to be used towards infrastructure. There are three early phases of the process that need to be completed: procurement of engineering which includes requests for RFQs, procurement of business support demonstrating demand for the project, and connection with the EDA. *Motion by Morrissey second by Swenson to approve moving forward with the process of applying for an EDA grant. All aye, motion carried.*

**Residential Development Project** – Nies presented the Council with three potential options to begin development of a Friendship Street Residential Development including a Lift Station, Park, and up to 37 Residential Lots. Maggied discussed funding options including a potential public partnership with Lafayette County. There may be other grants available such as a Safe Routes to School. No action taken.

**Collection of Interest on Advances Made by the General and Utility Funds to TID 3** – The Council reviewed a suggestion made by Johnson Block CPA firm to collect interest on advances made to TID 3. *Motion by Morrissey second by Swenson to approve charging 3.56% interest on advances made by the General and Utility Funds to TID 3 per the recommendations and schedule provided, and for the funds to be used for Economic Development. All aye, motion carried.*

**Approval of the 2024 Municipal Fee Schedule** – *Motion by Morrissey second by Doyle-Wand to approve the 2024 Municipal Fee Schedule. All aye, motion carried.*

**Seasonal Staff Wages** – The Council reviewed seasonal staff wages. No changes were made.

**Recognition of Townsend Center Donation & Thank You** – The Council recognized a \$25,000 donation made by Kenneth Townsend towards the Townsend Center and signed a Thank You letter to be mailed to him.

**Townsend Center Tables & Chairs Quote** – *Motion by Doyle-Wand, second by Mulcahy to approve the proposal as presented to replace tables and chairs in the Townsend Center Community Room. All aye, motion carried.*

**Open Burn Dates** - *Motion by Morrissey second by Doyle-Wand to approve Open Burn dates for April 15 – May 20 as long as there is no state burn ban in place. All aye, motion carried.*

**Municipal Fee Schedule & Seasonal Employee Wages** – The Council reviewed the Municipal Fee Schedule and Seasonal Employee Wages. No action taken.

**Ordinance 324 to Create Election Ward 3** - The Council reviewed an ordinance to repeal and recreate section 6 of Amended Ordinance No. 321 Relating to Election Ward Designation. *Motion by Swenson second by Morrissey to approve Ordinance No. 324 as presented. All aye, motion carried.*

**Burning Grounds Opening Date** - *Motion by Mulcahy second by Doyle-Wand to approve opening the burning grounds for the season on Saturday, April 6, 2024. All aye, motion carried.*

**Greg Hawley Drawings and Sale of Prints** – The Council reviewed a Memorandum of Understanding between the City and Gregory Hawley regarding prints he desires to have displayed in the Townsend Community Center. He offered to allow the city to make copies of the drawings to sell with the proceeds going to the City. Morrissey suggested the proceeds be given to the Bicentennial Committee.

**Annual Assessments** - *Motion by Morrissey second by Swenson to approve payment of the annual assessments to the Shullsburg Fire District in the amount of \$43,986.00 and Shullsburg Ambulance District in the amount of \$19,590.07. All aye, motion carried.*

**Clerk/Treasurer Report** – February Financial Report was emailed. No questions at this time. Clerk Schumacher has completed Notary Public Training and Certification. The first business workshop using grant funds will be held on Thursday, April 18<sup>th</sup> at the Townsend Center.

**Closed Session** – At 8:23 p.m. a motion was made by Morrissey second by Mulcahy to convene into closed session. Roll Call- Morrissey-yes, Swenson-yes, Doyle-Wand-yes, Jackson-yes, Mulcahy- yes. *Motion carried.* The closed session is at the Request of the City Council Members Pursuant to Wis. Stat 19.85 (1)(c) for the Purpose of Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has Jurisdiction or Exercises Responsibility.

**Open Session** – At 9:21 p.m. a motion was made by Doyle-Wand second by Mulcahy to reconvene into open session. Roll Call- Morrissey-yes, Swenson-yes, Doyle-Wand-yes, Jackson-yes, Mulcahy- yes. *Motion carried.*

**Action on Closed Session** – A motion was made by Morrissey second by Swenson to approve the Vacation, Sick and Holiday leave time for the Part-Time Police Admin position as presented. *Motion carried.*

A motion was made by Morrissey, second by Mulcahy to approve changing Dave Turpin’s job title to Street & Park Superintendent, expanding job responsibilities in the job description presented, and increasing his hourly wage as discussed; changes are valid through December 31, 2024. *Motion carried.*

A motion was made by Morrissey, second by Mulcahy to approve hiring the following lifeguards: Alexis Murray, Rex Blaine, Kara Timmerman, Kallie Timmerman. *Motion carried.*

A motion was made by Doyle-Wand, second by Swenson to approve hiring the following seasonal groundskeeping employees: Nathan Reuter, Heath Poppy, Peyton Timmerman.

At 9:37 PM a motion was made by Doyle-Wand, second by Mulcahy to adjourn. All aye, motion carried.

Janelle Schumacher  
Clerk/Treasurer