

COMMON COUNCIL MINUTES
JUNE 18, 2025

A regular meeting of the Common Council of the City of Shullsburg was held June 18, 2025 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- Emmett Reilly, Dan Morrissey, Cheryl Mulcahy – Present; Gloria Swenson – Not Present. Others present- Mark Doyle, Andy Foley, Casey Fennell, Darrell Morrissey, Lisa Morrissey, Tom Lethlean, Amber Russell, Tyson Morrissey, Wayne Gehrt and Janelle Schumacher.

Pledge of Allegiance

Approval of Minutes – *Motion by Reilly second by Morrissey to approve the minutes of the May 22, 2025 Council Meetings. All aye, motion carried.*

Committee Reports – Street Department will be doing sealcoating next week; CMAR Report came back with A grades.

Police Chief Report – Chief Jerry emailed the report; there were no questions.

Approve Bills – Reilly questioned the bill from Southwest WI Regional Planning Commission regarding what grant the bill was for. The Clerk confirmed it was for the Industrial Park EDA Grant; Reilly also questioned a payment to Russell Law Offices. *Motion by Mulcahy second by Reilly to approve the bills for General, Water, Sewer, Electric, Pool, Museum, Library & TIF Funds. All aye, motion carried.*

Public Comment – None

Gravity Hill Run Special Event – Advance Shullsburg director Tyson Morrissey was present and explained the race route and discussed that parking would be handled with the County. *Motion by Morrissey second by Reilly to approve the Gravity Hill Run Special Event Application for August 9, 2025 submitted by Advance Shullsburg. All aye, motion carried*

Waste Water Treatment Plant CMAR Resolution – Jackson reiterated the CMAR report came back with very good scores, receiving an A in all categories. *Motion by Morrissey second by Mulcahy to approve Compliance Maintenance Annual Report Resolution 2025-19. All aye, motion carried.*

Electronic Recycling Event – The Council discussed an agreement between the City and COM2 Recycling Solutions to offer a free electronic recycling event on September 20, 2025. There was brief discussion regarding the time of the event and who can participate in the event. *Motion by Reilly second by Morrissey to approve the agreement with COM 2 Recycling Solutions for the electronic collection and recycling on September 20, 2025. All aye, motion carried.*

Certified Survey Map Approval – The Council considered a certified survey map for parcel 281.0614.0000 that proposes splitting the duplex into two parcels. This is Lot #14 at Parkview Subdivision. *Motion by Morrissey second by Reilly to approve the CSM as presented. All aye, motion carried.*

Certified Survey Map Approval – The Council considered a certified survey map for parcel 281.0609.0000 that proposes splitting the duplex into two parcels. This is Lot #9 at Parkview Subdivision. *Motion by Morrissey second by Reilly to approve the CSM as presented. All aye, motion carried*

MOU with Advance Shullsburg – The Council discussed a memorandum of understanding between the City of Shullsburg and Advance Shullsburg for fiscal agent services relating to the Badger Park renovation fundraising campaign. There were minor changes discussed regarding a termination date being set for six months after the last pledge date has passed and the unclaimed funds being moved to a Badger Park Endowment Fund upon termination of the agreement. *Motion by Morrissey second by Mulcahy to approve the MOU with changes as discussed. All aye, motion carried.*

Badger Park Project Renderings – Mark Doyle addressed the Council regarding project renderings created by Delta 3 Engineering for fundraising purposes. Doyle explained about the process and programming used to create the renderings and asked for feedback from the Council on any improvements to be made. Morrissey asked about the reasoning for moving the location of the baseball field home plate. Doyle gave three reasons: first to create more space between the busy Galena street and the baseball field and reduce congestion

in that area; second, to allow for room to build the dugout along the first base line and third to ensure there is no limestone on the football field. There was additional discussion regarding a concession stand and the use of the North side of the West Shelter House. The Council reiterated they are looking for a design for the concession stand. There was additional questions and comments regarding ambulance access to the field, how many new LED light poles will be on the field, how close the light poles will be to the edge of the football field and whether the south side rock wall will remain visible. Concerns were raised about the three-foot limestone wall built behind home plate and how it might hinder visibility. Casey Fennel and Amber Russell suggested more bleacher seating in the area behind home plate and along the third base line. *Motion by Reilly second by Morrissey to approve the Badger Park Project Renderings. All aye, motion carried.*

Badger Park Fundraising Materials – The Council discussed fundraising materials including a case statement, frequently asked questions, project cost estimates and recognition opportunity descriptions to be used for fundraising efforts. *Motion by Morrissey second by Mulcahy to approve the Badger Park Fundraising Materials, contingent on approval from Jodi Sweeney, fundraising consultant. All aye, motion carried.*

Badger Park Recognition Opportunities – The Council discussed a document describing recognition opportunities for donors at specific giving levels. The draft created by Jodi Sweeney included an option for inscribed pavers, however the Council agreed there are other options besides pavers that would incur less required maintenance. Morrissey suggested a cast iron sign listing donors similar to the historic signs already located in the park. *Motion by Morrissey second by Reilly to approve the recognition opportunities with the removal of the paver giving option and replacing it with having donor names added to a wall or sign. All aye, motion carried.*

Beer Garden Permits – *Motion by Reilly second by Mulcahy to approve the following beer garden permit applications: BKS Bar LLC - DBA-BK's Bar, 221 W. Water Street- Brian L. Harwick, Agent, The Burg LLC- DBA The Burg, 134 W. Water Street-Dale Brandt-Agent, Grindstone LLC - DBA Kingsley Crossing- 236 W. Water Street, Jennifer Jacobsen, Agent. All aye, motion carried.*

TID 7 Project Costs – Mayor Jackson updated the Council on the final date to incur costs in TID 7 being September 30, 2025 stating that if there are any costs included in the project plan that have not yet been completed, they need to be completed before 9/30/25. No action taken.

TID 6 Project Costs - Mayor Jackson updated the Council on a discussion from the Joint Review Board regarding adding more property to the project plan for TID 6. Taking into consideration the final date to incur costs in TID 6 was April 25, 2025 which had already passed, opinions were asked from SWWRPC, Johnson Block, and Delta 3 regarding adding new property to it. The general opinion was that amending the project plan would be cost prohibitive compared to the amount of future tax increment received. No action taken.

Tie Yard Lot Improvement – The Council discussed the improvements needed at the tie yard lot, as well as the timeline for it. Mark Doyle from Delta 3 provided a rough estimate for storm sewer and paving in the amount of \$258,500, which does not include electric utility costs. There was additional discussion about the potential addition of electric vehicle charging stations. The timeline of the project would be to have the electric utility work done in 2026 and remaining construction done in 2027. *Motion by Reilly second by Morrissey to have Delta 3 Engineering proceed with design of the electric utility, storm sewer and paving for the project. All aye, motion carried.*

Designated Fund Balance – *Motion by Morrissey second by Reilly to approve the 2024 Designated Fund Balance as presented. All aye, motion carried.*

Loan Repayment Agreement – The Council considered a repayment agreement drafted by Russell Law Offices between the City and the Housing Authority for a loan from the Board of Commissioners of Public Land. Morrissey commented that it needs to be amended before approval to include the funds being disbursed in increments according to a pay application approval process, rather than in one lump sum. The Housing Authority should issue a pay application to the City of Shullsburg, which would be approved by the City Council, and then loan funds would be paid out. These changes will be addressed and the item will be discussed again.

Joint Waiver of Conflict of Interest – *Motion by Reilly second by Morrissey to approve a Joint Waiver of Conflict of Interest for Russell Law Offices to represent both the City of Shullsburg and the Housing Authority of Lafayette County. All aye, motion carried.*

Update on Townsend Center Landscaping and Upkeep – Mayor Jackson updated the Council on various projects surrounding the Townsend Center including caulking and painting of the cornice molding around the top of the building, the new emergency generator being installed, new landscaping being started, and the new digital sign that had been installed. Not action taken.

Clerk/Treasurer Report – Reports were emailed prior to the meeting. Liquor licenses are being completed prior to the June 20th renewal date.

Closed Session – At 8:06 p.m. a motion was made by Reilly second by Mulcahy to convene into closed session. Roll Call - Morrissey-yes, Reilly-yes, Jackson-yes, Mulcahy-yes; Swenson - absent. Closed Session is Pursuant to Wis. Stat 19.85 (1)(e) for the 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 including the consideration of selling or purchasing of property.

Open Session – *At 8:15 p.m. a motion was made by Mulcahy second by Reilly to reconvene into open session. Roll Call- Morrissey-yes, Reilly-yes, Jackson-yes, Mulcahy-yes; Swenson - absent. Motion carried.*

Action on Closed Session – *Motion by Reilly second by Mulcahy to approve the Right of First Refusal as discussed. Roll Call - Morrissey-yes, Reilly-yes, Mulcahy-yes; Motion carried. Motion by Reilly second by Mulcahy to approve the Joint Driveway Easement and Maintenance Agreement as discussed. Roll Call - Morrissey-yes, Reilly-yes, Mulcahy-yes; Motion carried.*

At 8:18 p.m. a motion was made by Mulcahy second by Reilly to adjourn. All aye, motion carried.

Janelle Schumacher
Clerk/Treasurer