

CITY OF SHULLSBURG, WISCONSIN
COMMON COUNCIL MINUTES
NOVEMBER 20, 2024

A regular meeting of the Common Council of the City of Shullsburg was held November 20, 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, Emmett Reilly, Cheryl Mulcahy, Dan Morrissey - Present. Others present- Laura Weiskircher, Jen Detra, Tony Townsend, Deanna Townsend, Joel Post, Jeff Doyle, Mark Doyle, Josh Jerry, Janelle Schumacher.

Pledge of Allegiance

Approval of Minutes – *Motion by Swenson second by Reilly to approve the minutes of the October 14, October 16 and October 30, 2024 Council Meeting. All aye, motion carried.*

Committee Reports – None

Police Report - The monthly report was emailed. No other questions or comments.

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

Public Comment – None

Proposed 2025 Infrastructure Improvements – Mark Doyle of Delta 3 Engineering presented the Council with funding information from the DNR's Safe Drinking Water Program regarding infrastructure improvements needed on parts of Henry, Lafayette, Victor, Church and Ringold Streets. He estimates an amount of \$516,000 in principal forgiveness funds available through the SDW program. The remaining 45% of the award would be eligible for a low interest loan. He also explained we are still waiting on results from the DNR's Clean Water Fund Program regarding additional funding. Those results should be available in December. The Council could choose to move forward now and start the bidding process for the work, or wait until the final funding numbers are available. The estimate of the total project is roughly \$1.5 million. Morrissey commented that the Utility Departments may have enough funds to pay for their improvements without needing a loan. He asked for details on how those loan amounts would impact tax payers, to which Doyle provided those details. Mayor Jackson questioned whether the program can be spread across two years and Morrissey questioned how this project is prioritized compared to other projects within the capital improvement plan. This discussion will be continued when the Clean Water Funding results are released by the DNR.

Historic Donation Presented by Tony Townsend – A framed copy of a historic map drawn by Isaac Wesley Glines in 1838 was presented to the Council by Tony Townsend as a donation to the city. Tony described his interest in doing research about the early references to the badger originating in Shullsburg. He pointed out the reference on the map to Badger Hill and said he believes this map would be of interest to many people in the area as it contains many family names and historic reference points. He also described a newspaper article that is included on the back of the frame, which also credits Wisconsin's nickname to the Shullsburg Badger Hill. The piece is currently being displayed in the Shullsburg Community Townsend Center. *Motion by Swenson second by Reilly to accept the donation as presented by Tony Townsend. All aye, motion carried.*

Townsend Center Landscaping – Joel Post of Green Escapes Landscape presented the Council with digital renderings of potential landscaping to be done around the Townsend Center. The financial estimate was provided prior to the meeting. The proposal includes a new patio on the North side of the building with a seating area, as well as a new retaining wall on the West side of the building by the water fountain. Morrissey asked a question about eliminating the mulch to the East of the Kitchen door on the South side of the building. The proposal doesn't include that work. Joel Post made a comment that the renderings include both arborvitae and hydrangea and it would be the Council's decision as to which was chosen. Weiskircher asked a question about the allium presented in the renderings and whether it would

cause a problem if it spreads. Post will discuss this issue with the nursery. The library director asked if any estimate or work was done regarding landscaping around the sign. Post commented that the proposal does not include any work around the sign, but he can put something together. The library director also commented that the library has funds to donate towards the patio if there is a need. The Council requests this item be added to the December 4, 2024 Council meeting agenda for further discussion, along with answers to the questions that were asked.

Landowner Statement for Martin Family Grain – The Council considered a Landowner’s Statement intended to be an agreement between the City of Shullsburg and Martin Family Grain LLC to rent 28 acres of farmland for the 2025 crop year for \$8400. Reilly posed a question about what happens if the City needs the land prior to the expiration of the agreement and believes there should be something in writing that addresses the situation. The Council discussed the likelihood of utilizing the property in 2025. Morrissey requested a firm expiration date as part of the agreement. *Motion by Morrissey second by Reilly to rent the property described in the Landowner’s Statement to Martin Family Grain LLC for \$8400 for one year with the agreement expiring on November 20, 2025. All aye, motion carried.*

Revolving Loan Fund Policies and Application Process – The Council reviewed and considered updated policies and application process for the Revolving Loan Program. Morrissey commented that the program should not be used to support in-home businesses as he wants to promote having businesses in Water Street buildings. There was discussion about what should be considered ineligible. Mulcahy commented that the applications will ultimately be brought to the Council for approval or denial. Reilly questioned the balance of the revolving loan fund account. Clerk Schumacher estimated the account balance at \$93,000. Morrissey commented that money should be used from the fund to pay for administrative costs related to managing the loan. This sparked a discussion about whether an application fee should be charged to the applicants. *Motion by Reilly second by Morrissey to approve the Revolving Loan Fund Committee to move forward with the policies as described, including a change to Residential Based Businesses listed as an ineligible business. Jackson called for roll call vote. Mulcahy–yes, Reilly–yes, Swenson–yes, Morrissey–yes. All aye, motion carried.*

2025 Municipal Fee Schedule – The Council considered upcoming changes to the Municipal Fee Schedule, including fees related to a possible Swim Team Program. This item will be added to a future agenda for further discussion.

Badger Park Use Agreements – The Council discussed a potential agreement with the Shullsburg School District for their use of Badger Park for sporting events. They discussed the justification of the \$2500 use fee, the use of the West Shelter House as a concession stand, the equipment belonging to the school that is being permanently stored at the park, lawncare, park maintenance issues, and agreements with other entities that use the park on a regular basis. *Motion by Reilly second by Morrissey to approve the changes to the Badger Park Agreement with the School District as discussed. All aye, motion carried.*

Clerk/Treasurer Report – October financial reports had been emailed prior to the meeting. There is a Science on Main Street grant we are considering applying for and are working with Lee Gill and Cassidy Mackey on.

Closed Session – *At 7:43 p.m. a motion was made by Morrissey second by Mulcahy to convene into closed session. Roll Call - Morrissey-yes, Swenson-yes, Reilly-yes, Jackson-yes, Mulcahy-yes. Motion carried. Closed Session is 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- Discussion of Utility Clerk Position*

Open Session – *At 8:13 p.m. a motion was made by Swenson second by Mulcahy to reconvene into open session. Roll Call- Morrissey-yes, Swenson-yes, Reilly-yes, Jackson-yes, Mulcahy- yes. Motion carried.*

Action on Closed Session – None

At 8:14 p.m. a motion was made by Reilly second by Mulcahy to adjourn. All aye, motion carried.

Janelle Schumacher
Clerk/Treasurer