

Village Board Meeting Minutes

Jan. 25, 2016

- 1) Call to Order and Roll Call. – *Vice-President Laux called the meeting to order at 6:30 p.m. with roll call:*

Present

Bob Benz

Stacy Gedman

Joe Hennlich

Roger Kaas

Joyce Laux

David Miller

Absent

Jim Rath, excused

Others Present

Susan Williams, Clerk-Treasurer

Randy Friday, Administrator

Brenda Stumpf, Recreation Coordinator

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Benz moved to approve the agenda as presented. Hennlich 2nd. Motion carried unanimously.***
- 4) Approval of Minutes: Jan. 11 (Regular Meeting). – ***Benz moved to approve the minutes of the regular meeting of January 11, 2016 as presented. Gedman 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.
- 6) Presentation: Village of Sherwood MS-4 Stormwater Management – Overview of annual activities related to grant project (Nick Vande Hey; McMahon Engr.).
- 7) Report of the Park, Recreation and Urban Tree Board (Jan. 20)
- a) Wanick Park pond – Aerator test results
 - b) Facility usage in FY2015
 - c) AED update
 - d) Pickleball survey
 - e) Part-time Summer Help – Job Description
 - f) Begin review for concession stand/trailer & equipment
 - g) Wanick Park tree planting – Final billing (Wolfrath Landscaping)
 - h) Miller Pond – Reforestation signage
 - i) Trail connection – Sherwood Forest subdiv. connection to Legion Park
 - j) SummerFest entertainment
- 8) Report of Village Officers.
- a) Village President
 - b) Fox Cities Area Room Tax Commissioner

Benz reported attending the Organizational Meeting of the Commission where Officers were elected, Bill 86.55 and Commission By-Laws were reviewed, received update on the Exhibition Center, and Benz requested input from the Trustees for suggestions to change the By-Laws by weeks end.

- c) Clerk/Treasurer
 - i. Review/Approve financial reports.

Kaas moved to approve the financial reports as presented. Gedman 2nd. Motion carried unanimously.

- ii. Election Inspector Appointment (2016-17): Pat Schuster.

Miller moved to approve Pat Schuster as an Election Inspector for the 2016-17 Election cycle. Hennlich 2nd. Motion carried unanimously.

- iii. Renter request to allow Summer intern(s) to stay at Village-owned, housing property.

Williams introduced the topic to the Board and requested their direction. The Board discussed and directed Williams to approve the request contingent upon receipt of candidate(s) documentation.

- 9) Village Engineer: Project Update(s).

- 10) Village Administrator: Project Update(s).

Administrator Friday distributed a water leak incident report from the Utility Operator (event date of January 23, 2016).

Benz requested the Utility Operator attend the next Village Board meeting to present the water loss report and I & I report (from the observation at High Cliff).

Kaas suggested the Village Board Agenda have a Utility section as a part of the order of business.

Friday replied that he will request the operator's attendance, add the Utility to the Village Board Agenda and at the April Organizational Meeting propose the change to the order of business section of the Village Board Agenda.

Friday reported that he will meet with Village President Rath and Fire Chief Kloehn on February 15, 2016 to discuss fire equipment.

Benz questioned when a long term fire contract discussion can take place.

Friday informed the Board that he will attend a Tax Incremental Financing conference February 11 – 12, 2016.

- 11) Old Business: None.

- 12) New Business:

- a) *Contract for Services – MS-4 Permit Compliance via Grant (State = \$57,787; Village = \$65,163): Consider approval of McMahan as service provider (\$122,950).*

Miller moved to approve the Contract for Services – MS-4 Permit Compliance via Grant (State = \$57,787; Village = \$65,163), contingent upon the State approval. Hennlich 2nd. Motion carried unanimously.

Miller moved to authorize Village Administrator to sign off on State Grant documents, once received. Hennlich 2nd. Motion carried unanimously.

b) *FY2015 Budget Amendment: Consider approval.*

Kaas moved to approve the FY2015 Budget Amendment as presented. Benz 2nd. Motion carried unanimously.

c) *Ordinance change: Consider amending Village Code of Ordinances regarding Posting of Official Public Notice (Ch. 1; Art. 1-2, C.).*

Benz moved to approve amending Village Code of Ordinances regarding Posting of Official Public Notice (Ch. 1; Art. 1-2, C.) as presented. Miller 2nd. Motion carried unanimously.

13) Complaints and Compliments: None.

Benz complimented the driver of Advanced Disposal from his observation a week ago last Friday. Benz stated that due to a home build the road was blocked and the driver could not go the entire length of his street, so the driver parked his truck and dragged at least 5 garbage carts down to the truck to dump and then returned them to their homes. Benz stated he was very happy with the driver's dedication.

14) Correspondences:

a) *Monthly Activity Report(s) – Nov & Dec., 2015 (Harrison Fire & Rescue).*

15) Closed Session: *Personnel & Compensation Review (Clerk) – Per Wis. Stats. 19.85(1)(c) the Board may move to a closed session when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.*

Benz moved to go into Closed Session Per Wis. Stats. 19.85(1) (c) at 8:17 p.m. Miller 2nd. Motion carried unanimously.

Miller moved to return to Open Session at 8:26 p.m. Hennlich 2nd. Motion carried unanimously.

16) Open Session: *The Board may act on any item discussed in Closed Session.*

Kaas moved to modify the Finance Clerk's job description of recording of the minutes to remove Utility Commission and insert the Park, Recreation and Urban Tree Board. Benz 2nd. Motion carried unanimously.

- 17) Adjournment. – *Kaas moved to adjourn the meeting at 8:29 p.m. Benz 2nd. Motion carried unanimously.*

The minutes respectfully submitted for review and approval by Susan Williams, Clerk.