

Village Board Meeting Minutes

July 11, 2016

- 1) Call to Order and Roll Call. – *President Rath 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
Jim Rath*

Absent

none

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk-Treasurer
Steve Summers, Plan Commission Chair.*

- 2) Pledge of Allegiance. – *Recited.*

Rath requested the Board approval to view the drone video created for the Village at both the beginning of the meeting and at the end, the Board agreed and Friday projected it on the Board Room wall.

- 3) Approval of the Agenda. – ***Benz moved to approve the agenda as presented. Hennlich 2nd. Motion carried unanimously.***

- 4) Approval of Minutes – June 27 (Regular Meeting). – ***Benz moved to approve the minutes of the Regular Meeting of the Village Board of June 27, 2016 as presented. Miller 2nd. Kaas abstain. Motion carried.***

- 5) Registered Citizen Comments on Agenda Items. – *None.*

- 6) Report of the Plan Commission (July 5)
a) *Strandwitz parcel subdivision – Concept plan review*

Summers informed the Board of the very basic conceptual plan presented to the Commission and after review the Commissioners questioned the best use of the land and found many points that must be addressed prior to further consideration of approval. Summers stated the topic is tabled.

- b) *Planning documents reviews and updates*

Summers stated the Plan Commission will begin an update process first with the Comprehensive Plan with assistance of the East Central Planning if possible.

- c) *Future Zoning Code update*

Summers reported the Commission would follow the Comprehensive Plan update with the Zoning Code update.

- d) *Calendar: On-going Review of Comprehensive Plan obligations.*

- 7) Report of Village Officers.
a) Village President

Rath reported giving Williams the approval of the sale of the cemetery plots in agenda item 11) a) prior to the Village Board Meeting due to the untimely death of a Village Resident.

Rath stated he would like to have support of the Board to begin working with Village Residents by videoing historical information from Les Stumpf, Joe Diederich, Clarence Zahringer, Warren Schneider and others from the Board's suggestion either at an event like the Sherwood Summerfest or prior to a Village Board meeting.

Rath distributed a copy of a communication from the Fox Cities Convention Center and Visitors Bureau he received reassuring the Village that they will continue to promote the Village regardless of recent meeting's discussions.

Rath reported receiving a compliment from a Village Resident on the splashpad at Wanick Park.

- b) Fox Cities Area Room Tax Commissioner

Benz reported attending the Appleton Redevelopment Authority Exhibition Center Advisory Committee meeting July 7th. Benz stated topics presented were the Radisson property update schedule, Zimmerman Architectural contract award for Design and Engineering Services, and Miron Construction contract award for Construction Management.

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

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

Williams questioned and the Board approved having the Fund Balance policy presented at the next Village Board meeting for potential of movement of funds for Village projects.

- ii. Operator's License(s).
- Nicole Hoelzel
 - Brittany W. Fiedler
 - Kendra J. Van Camp
 - Kim M. Van Rossum
 - Carter H. King
 - Kelly Thiel
 - Kevin Rykal
 - Benjamin F. Simons
 - Heather Grundy

Miller moved to approve the operator license applications as presented. Hennlich 2nd. Motion carried unanimously.

iii. Consent Agenda

Williams directed the Board to an e-mail from the Village liability insurance carrier which was in response to their question of risk of swimming pools and trampolines at the Village rental homes. Williams requested and the Board agreed to place this on the next Village Board meeting.

Williams informed the Board of a request to light off fireworks at a Village home and asked for direction. Rath requested Williams to gather information from other local municipalities and report back.

8) Village Engineer and/or Utility Operator: Project Update(s).

Friday distributed a report on the Village roadways for 2017-2018 Capital Planning. Laux questioned the minimum road widths in the Village with future road construction. Friday suggested other engineering options would be considered in those projects. Friday reported signing off on the 37th home permit. Friday stated the reed bed clean out project will be awarded soon. Friday informed the Board the trail into Wanick Park will be reworked and done at the contractor's expense with extended warranty time.

Friday responded to Benz's question about the paving at Park Drive. Friday reported questioning the engineer about the paving and their response was in the field the contractor attempted to match up the different elevations of the two road levels. Benz stated concerns of bad engineering/laying of asphalt, does not know what can be done and what the Village recourse is. Friday stated it was lined up for rework and the property owners were not ready and with that situation the decision was made to save money on less asphalt, saving the Village \$9,600.

9) Village Administrator: Project Update(s).

10) Old Business:

a) *Palisades Pond Lake District.*

11) New Business:

a) *Cemetery Plot sale(s): Consider 'Sale and Perpetual Care Agreement' of three plots (Hoffman-Prokash, et. al.).*

Kaas moved to approve the sale of plots and perpetual care agreements to Sarah Hoffman-Prokash as presented. Benz 2nd. Motion carried unanimously.

Williams requested the Board to define protocol when time is of the essences for future sales, Rath stated this recent sale has set a precedent and suggested that Staff handle and report to the Board after the fact. The Board concurred to authorize Village Staff to approve plot/agreement sales and report back.

b) *Annual request for support to off-set possible watering costs (Sherwood Lion's Football).*

Kaas moved to approve Village pay 1/3 of the watering cost, the Utility of 1/3 and the football program to pay the final with the maximum amount of the Village or Utility portion would be \$600. Miller 2nd. Motion carried unanimously.

c) *Pay Request #1 – FY2016 Roadway Paving (Contract A16):* Request (NEA; \$109,649.60) for work completed on various projects thru June 17.

Miller moved to approve pay request #1 FY2016 Roadway Paving to NEA \$109,649.60 for work completed through June 17, 2016. Laux 2nd. Benz – nay. Motion carried.

12) Complaints and Compliments: None.

13) Correspondences:

a) *Request for ‘Children’s Slow Moving Sign’ (W4709 Nicklaus Court-Richter; June 30).*

The Board took no action.

14) *Closed Session:* Consider property development opportunity. Per Wis. Stats. §19.85(1)(e), a governmental body may move to Closed Session when deliberating or negotiating the purchase of public properties, investing public funds, or conducting other public business whenever competitive or bargaining reasons require a Closed Session.

Board did not go into Closed Session.

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

Kaas questioned the pre-proposal session for the Request For Proposal (RFP) of the Residential lots donated by Stumpf. Friday stated no one attended and either the season is too busy for the recipients to attend or the RFP was very complete.

Benz questioned the Board if anyone remembered Village historical items such as the mink farm across the street from the chicken farm down by the Marina and the boat delivery business at the house on Lower Cliff.

Benz inquired if the drone video can be sent to the television stations and used to promote the Village.

Friday projected the Village drone video on the Board Room wall.

16) Adjournment. – ***Rath hearing no objection adjourned the meeting at 8:07 p.m.***

Minutes presented for review and approval by Susan Williams, Village Clerk-Treasurer