

Village Board Meeting Minutes

July 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

Joe Hennlich

Roger Kaas (arr.6:49)

Joyce Laux

David Miller

Absent

Jim Rath, excused

Stacy Gedman, excused

Others Present

Randy Friday, Administrator

Susan Williams, Clerk

Brenda Stumpf, Rec. Prog. Coord.

Steve Summers, Plan Comm. Chair.

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Benz moved to approve the agenda as presented. Miller 2nd. Motion carried unanimously***
- 4) Approval of Minutes – July 11 (Regular Meeting) – ***Benz moved to approve the minutes of the Regular Meeting of the Village Board July 11, 2016 as presented. Hennlich 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.
- 6) Report of the Parks, Recreation and Urban Tree Board (July 18)
- a) Trail paving: Update (Lake Breeze; Nuthatch)

Stumpf presented information on the 2016 trail paving, stating MCC will be reworking areas and informed the Board of resident drainage structures impeding and undermining the trail. Stumpf stated that those residents will be contacted in order to keep the trails in better condition. Friday projected photos of examples of this problem on the Board Room wall.

- b) Park Regulations: Review ‘grills’

Stumpf reported the PRUT reviewing some of the park regulations including providing for rent of the large grills the Village purchased in 2015. Stumpf stated researching other communities in an effort to be consistent.

- c) Facility Reservations: Application/Review

- d) Events Held in Wanick Park

Stumpf reported the Miller & Mike event had 40 participants, movie night with the Minions with 53, Randy Petersen with 50, You Paint event was moved to the Village Gym with 12,

and Mr. Billy due to the hot, humid weather the crowd started at 30 an hour before but only had 4 at the start time.

e) Upcoming Events (Movie Nights; Entertainment; SummerFest)

Stumpf informed the Board of upcoming events; Ice Cream Social (7/26 sponsored by Chubby Seagull), Art in the Park (8/3 tie dye & 8/17 paint birdhouses), movie night with Inside Out (8/12) and NEW Zoomobile (8/28).

Stumpf stated the Summerfest planning has started and the entertainment is Big Mouth and the Power Tool Horns, Spicy Tie, Mischief & Magic, with ThedaStar and the Harrison Fire Department.

f) Wanick Park – Survey data.

Stumpf distributed the results of the June survey, graphing where the participants came from, and what they were doing while at the park. Stumpf informed the Board the survey was conducted during the day, during the week.

g) Security systems for Wanick Park

Stumpf reported research presented to the PRUT Board regarding security cameras and stated the PRUT is doing further review of this type of equipment.

7) Report of Village Officers.

a) Village President

In absence of Rath, Friday distributed an e-mail with information on a video project of Village Residents by an outside company. Kaas voiced concern of duplication of previous CDs prepared for the Village. Board directed Friday to agendize the item for the next meeting.

b) Fox Cities Area Room Tax Commissioner

Benz reported on his attendance at the July 18, 2016 Fox Cities Area Room Tax Commission and presented the proposed amended By-Laws for their review and consideration.

Kaas moved to not participate in the Commission for the \$300 annual fee. Hennlich 2nd. Hennlich-nay, Laux-nay and Miller-nay. Motion failed.

Benz moved to approve the By-Laws as amended. Hennlich 2nd. Kaas-nay and Laux-nay, motion carried.

Friday suggested the approval be in the form of a resolution, per the language of the By-Laws.

Hennlich moved to approve Resolution #2016-05 the Fox Cities Area Room Tax Commission By-Laws as presented. Benz 2nd. Laux-nay, motion carried.

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

Hennlich moved to approve the financial reports as presented. Benz 2nd. Motion carried unanimously.

- ii. Operator's Licenses:
• Katie Gehl
• Kimberly Fenn

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

- iii. Election Inspector Appointment:
• Penny Gorniak

Benz moved to approve the Election Inspector Appointment of Penny Gorniak. Miller 2nd. Motion carried unanimously.

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

Friday informed the Board of upcoming dates; bid opening of the Post Office/Trail project July 28th at 11 am, deadlines for proposals of the RFP for the Residential Lots July 28th at noon and the Development RFP August 1st before 4:30 p.m.

Friday reported he and MCO Utility Operator Genskow met with representatives from Siemens Corporation for leak detection services.

Friday stated the CDA meeting is Wednesday, had recently signed the 37th home permit and has had community development discussions the last few weeks.

Miller inquired about a Certified Survey Map and Friday replied 'yes', it is going in front of the Plan Commission Monday August 1st for the combining of 2 lots on Carrington Court.

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

Friday reported recent service calls; one was the Board Room HVAC pump and another for the air conditioning unit at the Community Center.

- 10) Old Business:

- a) *Rental Property (Agreement[s]) – N409 Military Road*

Williams directed the Board to the meeting packet documents of the lease, release of liability forms and the e-mail from the liability carrier. Benz questioned Williams about the application process and the questions asked during the rental process. Board directs

Williams to communicate with the tenant to cease operation of the daycare and demand presentation of the renters insurance certificate.

b) *Fund Balance Policy – Assignment of ‘Unrestricted’ and ‘Unassigned’ funds.*

Williams requested the Board to review the Fund Balance information in the packet which identified excess Fund Balance and requested their direction/action.

Laux moved to transfer \$556,271.24 from General Fund to Capital Projects Fund. Miller 2nd. Motion carried unanimously.

c) *Palisades Pond Lake District – Update.*

Williams reported the Village received documentation of the Wisconsin Department of Revenue Natural Resources approving the transfer of the dam at Palisades Pond and after the golf course owners complete their responsibilities the dam can be transferred to the District.

11) New Business:

a) *Bids for 2016 Reed Bed Cleanout Project (Beds #2 & #3): Consider Bid Award (\$23,815.75; Solutions 101, LLC).*

Benz moved to award the 2016 Reed Bed Cleanout Project (Beds #2 & #3) to Solutions 101, LLC NTE \$23,815.75. Miller 2nd. Motion carried unanimously.

b) *Clifton Road & Post Office parking lot rehabilitation funding: Consider proposed cost allocation between Village (General Fund) and CDA (designated funds).*

Friday introduced the topic of cost sharing of the project between the General Fund and the Community Development Authority (CDA) Fund. Friday suggested the roadway costs be allocated to the General Fund and the Post Office lot rehabilitation to the CDA. Friday stated the Post Office (CDA) share would be \$54,000 and the roadway (General Fund) share would be \$32,500. Kaas stated that is a fair allocation and if the CDA is responsible for the redevelopment of those properties they should take the responsibility of those costs.

Kaas moved to approve the split of Post Office Parking Lot Rehabilitation funding between the CDA and the General Fund, as presented. Benz 2nd. Motion carried unanimously.

c) *Municipal Code updates: Consider Municipal Code modification(s).*

i. *Ch. 7 – Nuisance Ordinance: Start of daily work time for seasonal businesses (e.g. grass-cutting at golf courses).*

Friday reported receiving visits from Calumet County Deputies in regards to noise pollution complaints. Friday suggests that the Code may need updating in order to be compatible with seasonal business needs. Miller stated that if the Village allows the golf courses to mow earlier than the current code allows, that residents will be wanting to do the same. Friday requested the Board to send the topic to the Plan Commission and the Board agreed.

- ii. *Ch. 22-18 Off-street storage of vehicles (Local parking regulation): Vehicles, trailers, etc. [a. 72hrs. vs. b. constr'n site parking]. Note: Consider replacement of Ch. 22-19 Satellite dish antennas.*

Friday reports this item is similar to 11) c) ii), and requested to send it to the Plan Commission. Friday stated the Code does not refer to trailers, fishing shanties, etc. and maybe an update to the language should be considered.

Hennlich suggested it be directed to the Plan Commission and the Board agreed.

Benz requested a copy of the survey.

- 12) Complaints and Compliments: None.
- 13) Correspondences:
 - a) *Monthly Activity Report* (June; Calumet County Sheriff's Dept.).
 - b) *'Schneider Dam Transfer' to Drive Fore Success, LLC* (July 21, Wis. Dept. of Natural Resources).
- 14) Adjournment. – ***Benz moved to adjourn the meeting at 8:39 p.m. Hennlich 2nd. Motion carried unanimously.***

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

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