

Village Board Meeting Minutes

Sept. 12, 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
Joe Hennlich
Joyce Laux
Roger Kaas
David Miller
Jim Rath*

Absent

Stacy Gedman, excused

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk
Steve Summers, Plan Comm. Chair.
Brenda Stumpf, Rec. Program. Coor.*

- 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 – Aug. 22 (Regular Meeting) – ***Benz moved to approve the minutes of the Regular Meeting of the Village Board, as presented. Kaas 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.

Carolyn McNown, N8008 Mustang Dr., Sherwood – regarding agenda item 11) a) and 14) d) voiced concerns of the ‘bogged down’ process of the resolution of the situation.

- 6) Report of the Community Development Authority (Aug. 24)
- a. *Perform ‘metal detecting’ at N409 Military Road pre-demolition*

Benz moved to allow Mark Van Stappen to perform metal detection services at N409 Military Road, conditional upon the Village having the right of first refusal of any item found at the property, option of Village Staff being on site during and having Stappen check in with the Village prior to and to report results. Miller 2nd. Motion carried unanimously.

- b. *Recommends demolition of 3 residential properties by Post Office*

Kaas reported the Community Development Authority (CDA) discussed attracting future development through offering open land instead of properties with buildings on them. Kaas stated the recommendation is to demolish the remaining homes purchased for development (W432 Clifton, N407 Harrison and N417 Harrison Street)

Benz questioned the plan and the costs and Kaas replied that it would follow the Military Road property schedule and exact costs are not available yet.

Miller moved to proceed with the demolition of N407 Harrison Street, N432 Harrison Street and W432 Clifton Road. Kaas 2nd.

Hennlich and Laux questioned if the costs of the demolition would be allocated to the CDA. Kaas responded that the CDA would follow the direction of the Village Board.

Miller and Kaas agreed to the amendment to the motion of the financial cost of demolition allocated to the CDA.

Laux stated Friday would provide the effects of this on the budget.

Motion as amended carried unanimously.

- 7) Report of the Planning Commission (Sept. 6)
 - a. *Comprehensive Plan Update: Consider East Central Wisconsin Regional Planning Commission Proposal (\$17,000) for Comp. Plan Update (begin Jan., 2017).*

Summers stated the timeframe and cost are being reworked for review at a joint meeting of the Village Board and Plan Commission October 10, 2016.

- b. *Future Zoning Code update(s).*
 - c. *Calendar: On-going Review of Comprehensive Plan obligations.*

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

Rath thanked the Harrison Fire Fighters for their service to the Village.

Rath thanked Mrs. McNown for attending the meeting and impassionedly expressed regret that the situation did not turn out as she intended, but complimented the Village Park, Recreation and Urban Tree Board, the Village Plan Commission, the Village Board and Village Staff in the governmental handling of the topic and the resolution.

- b. Fox Cities Area Room Tax Commissioner

Benz reported attending the September 1st meeting of the Appleton Redevelopment Authority Exhibition Center Advisory Committee where a representative of Ventrust Archetectoral Firm presented two concepts; box and park. Benz reported Mayor Hannah prefers the park concept to set Appleton apart from the rest. Benz stated the park concept has an additional cost of \$2,000,000. Benz reported a motion was approved to increase the cost NTE \$31,000,000 with the stipulation of the City of Appleton pursue other revenue sources. Benz stated there was lengthy discussion on the fear the Radisson will not upgrade the facility in time. Benz reported Hannah is meeting with Radisson's owners in Florida in order to discuss and calm the concerns.

c. Clerk/Treasurer

1. Review/Approve financial reports.

Kaas moved to approve the financial reports as presented, including newsletter postage of \$203.42. Laux 2nd. Motion carried unanimously.

2. Operator's License(s).

- Jacqueline Probst
- Paula Simon

Kaas moved to approve the Operator's License Applications as presented. Benz 2nd. Motion carried unanimously.

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

Friday directed the Board to the Clifton Road closure/trail rework construction schedule in the packet. Friday reported by the end of next week the Nuthatch Trail rework will be complete. Friday displayed the trail work on the Board Room wall and described the changes to the existing trail. Friday reported one property having drainage features that undermine the trail and the property owner will need to extend it (at their cost) or disconnect.

10) Village Administrator: Project Update(s).

11) Old Business:

- a. *Trail damage (Lake Breeze Drive) clarification & communication (McNown – N8008 Mustang Drive).*

Williams presented her memo in the meeting packet in regards to the resolution. The Board no action.

- b. *Promotional Video – Historical Sherwood: Consider contract for services in advance of community's 50th Anniversary Celebration.*

Kaas requested information on the proposal before consideration/approval.

Rath sent an e-mail with the current information to Friday. Friday printed it and Williams distributed it to the Board.

Laux moved to approve the Historical Sherwood promotional video project NTE \$3,000. Benz 2nd.

Millers asked the audience and how the video would be used. Rath responded his hopes is to capture the history and potentially play it at the Village anniversary celebration.

Friday and Williams questioned if the Village Board account was to be used for the unbudgeted project.

Laux and Benz amended the motion to charge the Village Board account for the cost.

Motion carried unanimously.

c. *Palisades Pond Lake District.*

Williams presented her memo from the meeting packet and requested direction from the Board on drafting a correspondence to the District Residents.

Kaas questioned the timing of acceptance of the property donation from the golf course and submitting the dam transfer to the Department of Natural Resources (DNR), can a district levy be prepaid and suggested not using the Chilton tax bill example when communicating with the District Residents.

Williams stated she would get the answers to those questions and report back.

12) New Business:

a. Request to pour concrete driveway apron in R-O-W abutting non-urbanized road (Propson; W4878 Escarpment Terrace).

Benz moved to allow the exception at W4878 Escarpment Terrace for a concrete driveway apron in lieu of an asphalt one. Kaas 2nd. Motion carried unanimously.

Benz thanked the resident for coming to the Village prior to placing the apron.

b. Request to drain private pond into public storm sewer system (Ashenbrenner; W4890 Bridle Road).

Friday presented information on the topic, directed the Board to the meeting packet documents, displayed on the Board Room wall the exact location of the pond and presented the two options.

Friday stated he consulted with McMahan pond representative on the options of flowing south to the stormwater system or to the north to flow into Miller Pond and the Miller Pond option was recommended.

Benz questioned the placement of the pump and if it would directly or indirectly be pumped into Miller Pond. Friday replied that it would be pumped indirectly.

Hennlich voiced concerns of the pumped liquid having nutrients going into the Pond that the Village has expended monies to control.

Ashenbrenner replied that is why the ditch line was recommended, the nutrients on top will remain in the pond and be removed after the liquid is pumped out.

Kaas questioned if the pond is fed through surface water or ground water and where the water flows.

Ashenbrenner said rain and indicated on the map where to his knowledge the water flows.

Rath stated that that Hennlich has a point about the nutrients and asked Ashenbrenner if he consulted the DNR to make sure they have no issue with the transfer of the liquids.

Ashenbrenner replied the DNR has an issue with making sure there is wetland delineation and that is why he hired those guys.

Ashenbrenner's plumber stated the plan is only the clear water from the bottom of the pond be pumped out and the remaining nutrients will be allowed to dry and be removed during the winter.

Hennlich stated a few months ago when it was presented to the Plan Commission (PC) the Commissioners requested a formal plan to review.

The Board requested Ashenbrenner to provide an actual plan, and requested Friday to obtain recommendations from McMahan representatives in the stormwater and pond departments (Nick Vande Hey and Stuart Borst) in order to submit to the PC.

Ashenbrenner thanked the Board for the use of the park in order to have Pop Warner Football there.

c. *N409 Military Road: Consider demolition of building (per CDA recommendation); Direct Staff to attain RFP's; Project financing.*

Friday informed the Board the testing has been done and is awaiting the results. Friday stated an option moving forward after demolition is to put up commercial blocking (fencing and shrubbery) at the CDA's expense.

Friday requested authorization from the Board to draft a Request For Proposal (RFP) for the demolition and to identify project financing.

Kaas moved to direct Village Staff to develop the RFP for the demolition of N409 Military and ascertain project financing. Benz 2nd. Motion carried unanimously.

13) Complaints and Compliments: None.

14) Correspondences:

- a. *Fox Cities Exhibition Center Update* (Mayor Hannah; Aug. 16).
- b. *'Equalized Values' question from Village Trustee* (Associated Appraisal; Aug. 25).
- c. *Calumet County Economic Development Program* (UW-Ext.; Aug. 25).
- d. *Trail disturbance* (Carolyn McNown; Aug. 26).
- e. *Request for Village Representative(s) to host meeting* (Calumet County Civic Assoc; Aug. 29).
- f. *Technical Assistance Project Requests* (East Central Wis. Regional Planning Commission; Sept. 1).

15) *Closed Session: Disposition of Village parcels posted for sale and (re-)development.*

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.

Miller moved at 8:27 p.m. to go into Closed Session per Per Wis. Stats. §19.85(1) (e). Kaas 2nd. Motion carried unanimously.

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

Miller moved to return to Open Session at 8:42 p.m. Hennlich 2nd. Motion carried unanimously.

Miller informed the board a resident questioned the street shouldering the Village has done recently. Friday replied this is work done each year in anticipation of winter and also in order to maintain the road edge structure/integrity.

17) Adjournment. – ***Miller moved to adjourn the meeting at 8:51 p.m. Kaas 2nd. Motion carried unanimously.***

Minutes respectfully submitted for review and approval by Susan Williams-Clerk.