

Village Board Meeting Minutes

Sept. 26, 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
Joyce Laux
Roger Kaas
David Miller
Jim Rath*

Absent

none

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk
Tom Jack, PRUT Chair.
Brenda Stumpf, Rec. Program. Coor.
Bruce Genskow, MCO Utility Oper.*

- 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 – Sept. 12 (Regular Meeting) – ***Benz moved to approve the minutes of the Regular Meeting of the Village Board Sept. 12, 2016, as presented. Kaas 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.

Tom Jack, N7749 Palisades Trail, Sherwood – regarding PRUT Report item 7) f), concerns of consistency of the setting of grades in homes especially along Village trails.

- 6) Presentation: (6:30-6:50pm): ‘*Initiative 41*’ – *A NEWay of Thinking: Impact of Hwy 41 Corridor regarding economic development and diversification* (Sarah Van Buren; Eric Fowle; Steve Jenkins; Connie Loren).
- 7) Report of the Parks, Recreation, and Urban Tree Board (PRUT) (Sept. 19)
- Trails – Lake Breeze to Wanick Park segment(s).*
 - Community Center Rental (non-Resident fee):*

Stumpf reported the PRUT recommendation of increasing the non-resident deposit from \$150 to \$375.

Benz moved to increase the non-resident deposit to \$375 for the Community Center and Rec Center effective January 1, 2017. Miller 2nd. Motion carried unanimously.

- Geese complaint.*
- Security systems for Wanick Park.*
- Trail reconstruction: Nuthatch Pond segment (timeframe).*
- Trail segment – Big Lake Court segment underwater.*
- Proposed (permanent) basketball court on Horizon Court.*

- h. *Grilling areas within Wanick Park.*
- i. *ActiveNET: Not cost-effective*
- j. *FY2017 Budget items: Trail connections outside Sherwood;
Picnic Tables at the 'Open Shelter';*

Stumpf presented the report to the Trustees, distributed the August survey, and responded to their questions.

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

Rath requested those in attendance to either join or boost on their social media.

- b. Fox Cities Area Room Tax Commissioner.

Benz reported the first bid was sent out anticipating how close the returning documents will be to \$31M estimate. Benz stated 17 more bids will be mailed out quickly. Possible funding mechanisms are either private placement or bonding with extending the repayment. Jones Park will be decimated by construction, but Appleton is budgeting to restore it. Tax receipts for the last quarter were \$1,500,000. Two sections of the By-Laws were amended; majority approval of By Law changes and replacement Commission members approved by the municipality affected. Commission approved legal review of the By-Laws and the current invoices. All are welcome to the groundbreaking on September 29, 2016.

- c. Clerk/Treasurer.

- 1. Financial Reports: Review/Approve.

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

- 2. Operator's Licenses:
 - Christopher Schlies
 - Amy Redeker
 - Lynn Guerts

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

- 3. Appointment of Election Inspectors (2016-17)
 - Nancy Middleton (Ward 2)

Miller moved to approve the Appointment of Nancy Middleton as Election Inspector for the 2016-17 Election Cycle. Laux 2nd. Motion carried unanimously.

Williams informed the Board the auditors are in for interim work and will she will be presenting dates at the next Village Board meeting to set the annual Appreciation Dinner, which based on the rotation would be at High Cliff Restaurant.

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

Genskow reported the annual water loss average dropping to 17.3% and expects it to drop next month and remain stable through year end. Genskow stated the reed bed project is complete and the request for payment is final. Genskow reported attending the fire the night before and the information provided was 4,000 gallons were used. Genskow stated lightning struck and he had to work out balancing the chemicals with the equipment malfunction.

10) Village Administrator.

Friday reported the Post Office Project has found the base materials of the parking lot was inadequate and needed stabilization materials (\$2,000). Roll curbing is now being poured. The project is behind 3 weeks due to weather. The road closing will be highlighted with trees in planters painted with Village logo.

Friday reported the Capital Improvement Project engineering work is being completed and drainage reports are available for review. Initial presentation of the Capital Improvement Budget is at the October 10, 2016 Village Board meeting with final approval at the October 24th meeting, prior to the Annual Budget approval on November 14, 2016.

11) Old Business:

a. *Palisades Pond Lake District.*

Williams reported contacting the Department of Natural Resources (DNR) in regards to Kaas' question about the timing of the dam transfer and contacting the auditors about the prepayment of District levies. Williams stated the online application is complete with payment and will speak with the auditors at their interim visit. Kaas and Williams confirmed the golf course recording the required documents.

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

Friday distributed an e-mail from Vande Hey (McMahon) approving the process presented by Aschenbrenner. Aschenbrenner verbally presented his plan.

Hennlich questioned the nutrient levels in the liquid/water to be drained out of the pond.

Rath requested Aschenbrenner to contact the DNR.

Aschenbrenner suggested contacting Vande Hey (McMahon) for the nutrient issue.

Hennlich reminded the Board the Plan Commission (PC) had requested Aschenbrenner to present a plan, shelves, fence, etc. The next PC meeting is Monday October 3, 2016.

Friday reported the Village does not have ordinances addressing swimming ponds.

12) New Business:

- a. *Request to place Fall and Winter Displays on Village property (corner of STH 55/114 & CTH 'M'): St. John's/Sacred Heart School.*

Benz moved to approve St. John's/Sacred Heart School request to place displays on Village property at the corner of STH 55/114 & CTH 'M', October 14 through November 28th (Fall) and December 5 through January 1 (Holiday) and going forward. Kaas 2nd. Motion carried unanimously.

- b. *Bid Award – Geotechnical Exploration Services in Support of FY2017 Roadwork Projects: Consider Award (\$2,350; PSI, Inc.).*

Kaas moved to approve the Geotechnical Exploration Services in Support of FY2017 Roadwork Projects to PSI, Inc., as presented for \$2,350. Benz 2nd. Motion carried unanimously,

- c. *Reed Bed Cleanout – Pay Request #1 and Final: Request for payment regarding clean-out project for reed beds #2 & #3 (\$23,815.75; Solutions 101, LLC).*

Benz moved to approve the Pay Request #1 and Final: Request for payment regarding clean-out project for reed beds #2 & #3 (\$23,815.75; Solutions 101, LLC), as presented. Miller 2nd. Motion carried unanimously.

Kaas questioned the lack of retainage. Friday inquired if the grass seeding was taken care of. Genskow replied issues with the seeding can be addressed via the warranty.

13) Complaints and Compliments:

- a. *Request for 'No Thru Street' signage on cul-de-sac (Bloomer – N508 Nottingham Court).*

Miller moved to take and file the request. The motion failed for lack of 2nd.

14) Correspondences:

- a. *Monthly Activity Report (August; Calumet County Sheriff's Dept.).*

15) Adjournment. – ***Hennlich moved to adjourn the meeting at 8:19 p.m. Kaas 2nd. Motion carried unanimously.***

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

Village Board Meeting Minutes

Sept. 26, 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
Joyce Laux
Roger Kaas
David Miller
Jim Rath*

Absent

none

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk
Tom Jack, PRUT Chair.
Brenda Stumpf, Rec. Program. Coor.
Bruce Genskow, MCO Utility Oper.*

- 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 – Sept. 12 (Regular Meeting) – ***Benz moved to approve the minutes of the Regular Meeting of the Village Board Sept. 12, 2016, as presented. Kaas 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.

Tom Jack, N7749 Palisades Trail, Sherwood – regarding PRUT Report item 7) f), concerns of consistency of the setting of grades in homes especially along Village trails.

- 6) Presentation: (6:30-6:50pm): ‘*Initiative 41*’ – *A NEWay of Thinking: Impact of Hwy 41 Corridor regarding economic development and diversification* (Sarah Van Buren; Eric Fowle; Steve Jenkins; Connie Loren).
- 7) Report of the Parks, Recreation, and Urban Tree Board (PRUT) (Sept. 19)
- Trails – Lake Breeze to Wanick Park segment(s).*
 - Community Center Rental (non-Resident fee):*

Stumpf reported the PRUT recommendation of increasing the non-resident deposit from \$150 to \$375.

Benz moved to increase the non-resident deposit to \$375 for the Community Center and Rec Center effective January 1, 2017. Miller 2nd. Motion carried unanimously.

- Geese complaint.*
- Security systems for Wanick Park.*
- Trail reconstruction: Nuthatch Pond segment (timeframe).*
- Trail segment – Big Lake Court segment underwater.*
- Proposed (permanent) basketball court on Horizon Court.*

- h. *Grilling areas within Wanick Park.*
- i. *ActiveNET: Not cost-effective*
- j. *FY2017 Budget items: Trail connections outside Sherwood;
Picnic Tables at the 'Open Shelter';*

Stumpf presented the report to the Trustees, distributed the August survey, and responded to their questions.

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

Rath requested those in attendance to either join or boost on their social media.

- b. Fox Cities Area Room Tax Commissioner.

Benz reported the first bid was sent out anticipating how close the returning documents will be to \$31M estimate. Benz stated 17 more bids will be mailed out quickly. Possible funding mechanisms are either private placement or bonding with extending the repayment. Jones Park will be decimated by construction, but Appleton is budgeting to restore it. Tax receipts for the last quarter were \$1,500,000. Two sections of the By-Laws were amended; majority approval of By Law changes and replacement Commission members approved by the municipality affected. Commission approved legal review of the By-Laws and the current invoices. All are welcome to the groundbreaking on September 29, 2016.

- c. Clerk/Treasurer.

- 1. Financial Reports: Review/Approve.

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

- 2. Operator's Licenses:
 - Christopher Schlies
 - Amy Redeker
 - Lynn Guerts

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

- 3. Appointment of Election Inspectors (2016-17)
 - Nancy Middleton (Ward 2)

Miller moved to approve the Appointment of Nancy Middleton as Election Inspector for the 2016-17 Election Cycle. Laux 2nd. Motion carried unanimously.

Williams informed the Board the auditors are in for interim work and will she will be presenting dates at the next Village Board meeting to set the annual Appreciation Dinner, which based on the rotation would be at High Cliff Restaurant.

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

Genskow reported the annual water loss average dropping to 17.3% and expects it to drop next month and remain stable through year end. Genskow stated the reed bed project is complete and the request for payment is final. Genskow reported attending the fire the night before and the information provided was 4,000 gallons were used. Genskow stated lightning struck and he had to work out balancing the chemicals with the equipment malfunction.

10) Village Administrator.

Friday reported the Post Office Project has found the base materials of the parking lot was inadequate and needed stabilization materials (\$2,000). Roll curbing is now being poured. The project is behind 3 weeks due to weather. The road closing will be highlighted with trees in planters painted with Village logo.

Friday reported the Capital Improvement Project engineering work is being completed and drainage reports are available for review. Initial presentation of the Capital Improvement Budget is at the October 10, 2016 Village Board meeting with final approval at the October 24th meeting, prior to the Annual Budget approval on November 14, 2016.

11) Old Business:

a. *Palisades Pond Lake District.*

Williams reported contacting the Department of Natural Resources (DNR) in regards to Kaas' question about the timing of the dam transfer and contacting the auditors about the prepayment of District levies. Williams stated the online application is complete with payment and will speak with the auditors at their interim visit. Kaas and Williams confirmed the golf course recording the required documents.

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

Friday distributed an e-mail from Vande Hey (McMahon) approving the process presented by Aschenbrenner. Aschenbrenner verbally presented his plan.

Hennlich questioned the nutrient levels in the liquid/water to be drained out of the pond.

Rath requested Aschenbrenner to contact the DNR.

Aschenbrenner suggested contacting Vande Hey (McMahon) for the nutrient issue.

Hennlich reminded the Board the Plan Commission (PC) had requested Aschenbrenner to present a plan, shelves, fence, etc. The next PC meeting is Monday October 3, 2016.

Friday reported the Village does not have ordinances addressing swimming ponds.

12) New Business:

- a. *Request to place Fall and Winter Displays on Village property (corner of STH 55/114 & CTH 'M'): St. John's/Sacred Heart School.*

Benz moved to approve St. John's/Sacred Heart School request to place displays on Village property at the corner of STH 55/114 & CTH 'M', October 14 through November 28th (Fall) and December 5 through January 1 (Holiday) and going forward. Kaas 2nd. Motion carried unanimously.

- b. *Bid Award – Geotechnical Exploration Services in Support of FY2017 Roadwork Projects: Consider Award (\$2,350; PSI, Inc.).*

Kaas moved to approve the Geotechnical Exploration Services in Support of FY2017 Roadwork Projects to PSI, Inc., as presented for \$2,350. Benz 2nd. Motion carried unanimously,

- c. *Reed Bed Cleanout – Pay Request #1 and Final: Request for payment regarding clean-out project for reed beds #2 & #3 (\$23,815.75; Solutions 101, LLC).*

Benz moved to approve the Pay Request #1 and Final: Request for payment regarding clean-out project for reed beds #2 & #3 (\$23,815.75; Solutions 101, LLC), as presented. Miller 2nd. Motion carried unanimously.

Kaas questioned the lack of retainage. Friday inquired if the grass seeding was taken care of. Genskow replied issues with the seeding can be addressed via the warranty.

13) Complaints and Compliments:

- a. *Request for 'No Thru Street' signage on cul-de-sac (Bloomer – N508 Nottingham Court).*

Miller moved to take and file the request. The motion failed for lack of 2nd.

14) Correspondences:

- a. *Monthly Activity Report (August; Calumet County Sheriff's Dept.).*

15) Adjournment. – ***Hennlich moved to adjourn the meeting at 8:19 p.m. Kaas 2nd. Motion carried unanimously.***

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