

Village of Sherwood
Village Board Meeting Minutes
January 14, 2019

- 1) Call to Order and Roll Call: President Laux called the meeting to order at 6:30 pm. Trustees present were Bob Benz, Roger Kaas, Lisa Ott, David Miller, Kathy Salo, and Ned Marks. Also in attendance was Thad Majkowski and Josh Gerrits of Cedar Corporation, Tom Collins of the Times Villager newspaper, Administrator Randy Friday, and Clerk/Treasurer Jo Ann Lesser. See sign-in sheet for additional attendees.
- 2) Pledge of Allegiance: All those present stood to recite the Pledge of Allegiance.
- 3) Approval of the Agenda: President Laux indicated that she would like to move item 6 to be taken up after the approval of the minutes. Trustee Benz made a motion to approve the agenda. Trustee Salo seconded the motion. Motion carried, 7-0.
- 4) Approval of Minutes December 10, 2018: Trustee Benz made a motion to approve the minutes as presented. Trustee Ott seconded the motion. Motion carried, 7-0.
- 5) Registered Citizen Comments on Agenda Items: None
- 6) Presentation: *Contract B-19 – Meehl-Stumpf Subdivision Study*: Drainage Improvements Pros & Cons summarized (Cedar Corp.): Engineer Thad Majkowski explained that the drainage study was completed in November, the public informational meeting was held and the wetland delineation has been completed and the report indicates that there are no wetlands in that area.

Majkowski explained the different options for the Village Board. Option #1 is the least expensive at \$405,000, which is to do nothing. It minimizes impacts to property owners, the only construction to be done would be reconstructing the roadway. No disturbance to yards. The downside is that standing water would remain, existing culverts that are heaved would more than likely heave once again once the roadway is completed. Ditches would remain shallow and would not allow for proper drainage from the roadway surface.

Majkowski explained option #2 is limited ditch cleaning, would need to obtain temporary easements, it would have the least impact on residents. The cost is approximately \$500,000 and would limit the amount of standing water, replaces culverts that are in poor condition, culverts with limited cover can be lowered, and this option was supported by the residents. This option does offer more disturbance to property owners, and some of the ditches will remain shallow, less than 2 feet.

Option #3 is a ditch reconstruction at a cost of \$825,000. All ditches would be constructed to a minimum of 2 foot depth per village standard, all culverts would be replaced with adequate cover, and this option was also supported by the residents. The downside as reported by Majkowski has the most impact to residents, trees, landscaping and other items along the right-of-way would be impacted. Ditches will be deeper and wider making the front yards appear smaller. This option would require the village to obtain temporary easements from most residents. If temporary easements are not obtained from residents, this could impede the project. Drainage ways between properties may need to be reconstructed to properly carry flow to ditches.

Option #4 is the most expensive at \$1,040,000, it would eliminate standing water in the ditches as water would be directed to the storm sewer. Storm water treatment may improve overall village treatment percentages. Would eliminate heaving from culverts and eliminates the ditches giving the properties an increased front yard. This would require special assessments against properties. This option had the least support from the residents and would also require storm water treatment facility which was unwanted as well.

The survey results of the property owners present at the public information meeting were as follows: Option #1 – 4 people

Option #2 – 9 people

Option #3 – 14 people

Option #4 – 2 people

Engineer Majkowski indicated that the desire is to place the project out for bids in April.

Milan Deprey of W406 Stumpf Avenue questioned the water drainage from County Road M, about how will that play into this project. Engineer Majkowski stated that there haven't been any discussion with Calumet County as of yet.

Joe Hennlich of W410 Margaret Court questioned if the any of the roads would be widened with this project. Majkowski stated that only Margaret Court, because it's substandard with village ordinances. Mr. Hennlich also questioned about redoing the water lines while the road was opened, this area is the oldest section of the village. Trustee Kaas questioned the location of the water lines, it was confirmed that they lie on the edge of the roadway. Majkowski indicated that the sewer lines are in good condition after recently being televised.

It was questioned as to what it would cost to replace the water lines, Majkowski stated that the approximate cost per foot is \$100 so roughly \$300,000 for this area. Majkowski stated that he could have preliminary figures for the next meeting.

Robert Dhein of N491 Margaret Court questioned about installing a cul-de-sac on the dead end of Margaret Court. Engineer Majkowski stated that he wanted to keep everything within the right-of-way.

Engineer Majkowski asked the Village Board for approval of the project so that he can move forward with the designing.

Trustee Salo made a motion to take up item 12a of the agenda at this time. President Laux seconded the motion. Motion carried, 7-0.

12a. Trustee Benz made a motion to approve the stormwater and roadway design for "B-19" roadway construction with a hybrid of options #2 and #3 to include mini storm sewers in the backyards as needed at owners expense. Trustee Kaas seconded the motion. Motion carried, 7-0.

7) Report of the Parks, Rec. & Urban Tree Board (Dec. 17).

a) Splash Pad Back-up person: Administrator Randy Friday indicated that the report was pretty satisfactory. Trustee Kaas questioned if a temporary employee could be hired rather than

using in-house staff. Friday stated that with the recent changes in the office with personnel, it may be difficult at this time to use staff. It was of general opinion that other options should be investigated. Trustee Kaas made a motion to approve the use of other options with regards to the back-up personnel at the Wanick Park splash pad. Trustee Benz seconded the motion. Motion carried, 7-0.

- b) Events overview: Halloween: This item was reviewed.
 - c) Trail reconstruction: Update: This item was reviewed.
 - d) Walking Trail between Nature Lane & Big Lake Court: This item was reviewed.
 - e) Concession sales at Wanick Park: It was noted in the report that there was a \$500 profit for 2018.
 - f) *Fox Cities Exhibition Center*: Offer out 'free day' to non-profit: This item was reviewed.
- 8) Report of Village Officers.
- a) Village President: President Laux informed the Board that the Times Villager did a good job reporting on village issues in 2018, indicated that two new staff members were hired, Clerk/Treasurer and Office Coordinator.
 - b) Fox Cities Area Room Tax Commissioner: Trustee Benz stated that the recent minutes were included in the packet, the financials are strong. Super 8 Motel does not pay the room tax and the only option available to the Commission is to take legal action but there is a new owner and there is hope that they will receive payment in the first quarter of 2019. Benz also noted that Air BNB's don't charge the room tax and they are taking profits away from the hotels. There is a company that the Commission has looked into that will identify those homes that are operating under the Air BNB, by monitoring the sites and charging \$30 per home they find. Benz indicated that at the March meeting they will have more discussion on this issue.
 - c) Clerk/Treasurer
 - i. Consent Agenda (Financial Reports; Operator licenses): Clerk/Treasurer Jo Ann Lesser indicated that the background checks for the operator licenses were satisfactory. Trustee Salo questioned a late fee on an invoice. Lesser indicated that processes were being reviewed and issues as such will be remedied. Trustee Salo made a motion to approve the consent agenda. Trustee Benz seconded the motion. Motion carried, 7-0
- 9) Village Engineer and/or Utility Operator: Project Update(s): Engineer Thad Majkowski stated that the Condon Road project is progressing, work is being done on the design and plans to bid the project in spring of 2019.
- 10) Village Administrator: Project Update(s): Administrator Friday stated that the gymnasium is in progress of being repainted, a new phone system for the village offices has been installed, the new Office Coordinator Kristy Van Hefty has been hired and is already 6 days on the job.
- 11) Old Business: None.
- 12) New Business:
- a) *Meehl-Stumpf Subdivision – Drainage Improvements*: Consider/Approve stormwater & roadway design choice for 'B-19' roadway construction project: see above
 - b) *Contract B-17 (Schneider Dam Project) – Change Order #1*: Request to approve \$0 Change Order holding construction prices at same cost in FY19 as approved in FY18 for dam reconstruction project if plans do not change: Trustee Kaas made a motion to approve change order #1 for zero dollar amount on the Schneider Dam project. Trustee Benz seconded the motion. Motion carried, 7-0.
 - c) *Building permit application (Randy Otto; new home)*: Request to work in utility easement for tap into sewer main for new home in Sherwood Forest Golf Course subdivision:

Administrator Friday explained that Mr. Otto is requesting to work in the utility easement in order to tap into the sewer main for his new home. His plan is to scrap the topsoil off the lateral to make the connection. There was concern by board members of the line freezing and that Mr. Otto should insulate the pipe while the work is being completed. Trustee Miller made a motion to approve the work in the utility easement. Trustee Salo seconded the motion. Motion carried, 7-0.

- 13) Complaints & Compliments:
 - a) Fishing shanties at N7942 Lake Breeze (Dec. 17; Christie): It was determined that the storage of the shanties is in violation of the ordinance, it was recommended to enforce the ordinance.
 - b) Snow-plowing on Natures Lane (Jan. 8; Benz): This issue was discussed, no decision was warranted.
- 14) Correspondences: The following items were reviewed.
 - a) *Engineering Services – Contract terms* (Dec. 21; McMahan).
 - b) *Monthly Activity Report* (Nov. & Dec; Harrison Fire & Rescue).
 - c) *Monthly Activity Report* (Nov.; Calumet County Sheriff's Dept.).
- 15) *Closed Session: Property (re-)development in Tax Increment District #3 related to Condon Road extension construction project.* 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: President Laux read the notice to convene into closed session at 8:12 pm. A Motion was made by Trustee Salo and seconded by Trustee Kaas. Roll call vote showed the vote was unanimous to convene into closed session.

At 8:26 pm on a Motion by Trustee Salo and seconded by Trustee Miller the Village Board ended the closed session and entered into open session. Motion carried, 7-0.

- 16) *Open Session:* There was no action by the Village Board in open session in regards to the closed session business.
- 17) *Adjournment:* The meeting adjourned at 8:27 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer