

Village Board Meeting Minutes
Jan. 22, 2018

1) Call to Order and Roll Call. – *President Laux called the meeting to order at 6:30 p.m. with roll call*

Present

*Bob Benz
Joe Hennlich
Roger Kaas
Joyce Laux
David Miller
Lisa Ott
Kathy Salo*

Absent

None

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk-Treasurer
Brenda Stumpf, Parks and Rec. Coordinator*

2) Pledge of Allegiance. – recited.

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

4) Approval of Minutes: Jan. 8 (Regular Meeting). – ***Kaas moved to approve the minutes of the regular meeting of the Village Board of January 8, 2018 as presented. Miller 2nd. Motion carried unanimously.***

5) Registered Citizen Comments on Agenda Items.

6) Report of the Parks, Rec. & Urban Tree (PRUT) Board (Jan. 15-)

a) *Request to waive rental fee for Community Center (Miller)*

Kaas moved to approve the recommendation of the PRUT Board to deny the rental fee waiver request. Benz 2nd. Motion carried unanimously.

b) *Request to waive rental fee for Wanick Park (Sherwood Lion's)*

Miller moved to approve the recommendation of the PRUT Board to waive the rental fee for the Sherwood Lion's 50th Anniversary event as presented. Benz 2nd. Hennlich – abstain. Motion carried.

c) *Events:*

- *Halloween (Recap)*
- *Winter Solstice (Recap)*
- *Easter Egg Hunt (Upcoming: March 31)*

Stumpf reported the facility usage for 2017 is available for the Board's review if they wish and stated that she has information for the last 3 years.

- d) *Donation to off-set water usage costs at Splash Pad (High Cliff Golf Course)*
- e) *Village 50th Anniversary Celebration*

Stumpf stated Tom Vande Hey, Nathan VandenWymelenberg, Jack Kruse, and Kendra Van Camp joined the committee for the celebration. Stumpf reported Vic Ferrari is committed for entertainment on Sunday and is awaiting a contract. Kaas questioned the 11 pm end time of the music Saturday night and suggested it should be changed to be in compliance with Village Code. Stumpf responded that the PRUT Board has it within their regulations to adjust that.

- f) *T-Ball/Rec. Baseball programming*

Stumpf reported the YMCA discontinued the program last year and received feedback from the newsletter survey and will wait to see if more comes in.

- g) *Winter Solstice 2018: Date set (Dec. 15)*

Kaas questioned if Stumpf would write a report after attending the previous Parks and Recreation group meeting. Friday asked if a verbal report was sufficient. Kaas replied something to show the Village individual had benefited from it.

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

- b) **Fox Cities Area Room Tax Commissioner**

Benz presented to Laux the plaque given at the grand opening of the exhibition center to all the participating municipalities. Benz stated he was happy to see Laux, Kaas and Miller in attendance. Benz reported the center is great and they did an amazing job with the grand opening.

Benz stated the next Room Tax Commission meeting is in February. Benz reports information from the paper has indicated the Appleton Finance Committee and Appleton Council approved financing the center with bonds through Baird, but the Appleton Redevelopment Authority (next meeting 1/31) has the final say in financing either with those bonds or private financing from 5 banks in the area.

Kaas stated the grand opening was a great event.

Laux reported artwork in the center was amazing.

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

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

- ii. **Alcohol Beverage License Renewal Application (High Cliff Public Golf Course).**

- (Tabled from Jan. 8) Appointment of Agent (Corey Feller).

Jeff Luniak, one of the owners of High Cliff Public Golf Course, stating that he was present to provide information on the intent with the purchase of the restaurant. Luniak stated the closing is set for 1/31/2018. Luniak reported that he and Dan Rippl are not interested in running a restaurant, but are working with Nathan and Kristin VandenWymelenberg to run the banquet and catering. Luniak stated the pro shop will be moved into the lower level of the restaurant. Luniak reported they will be celebrating the golf course's 50th anniversary this year. Luniak stated they will remodel the lower bar, moving the grill from the pro shop to the lower level and gut the upper restaurant area hopefully eliminating the multi levels.

Salo questioned if the balcony would be expanded and Luniak responded that could happen, that they are waiting on the engineering. Luniak stated that the guests in the lower banquet hall would be contained so to restrict them from going on the golf course.

Hennlich questioned if Luniak knew the capacity and he responded it would stay the same as before.

Luniak stated they were not planning on this happening and it all came up just before Christmas and when the opportunity presented itself they took it.

Salo moved to approve the Appointment of Agent of Corey Feller, as presented. Hennlich 2nd. Motion carried unanimously.

- (Tabled from Jan. 8) Premises Modification (due to purchase of High Cliff Restaurant).

Salo moved to approve the premises modification as presented with the stipulation of the closing happening the last week in January (2018). Miller 2nd. Motion carried unanimously.

- 8) Village Engineer and/or Utility Operator: Project Update(s).
 - a) Contract 'A-18 Road Projects: Board final review & approval of project specifications.

Friday presented the Utility Operator reports for the water loss of 2017, 13.8% and stated the AMR project will assist to identify water loss sources. Friday reported 2018 is the second year of the AMR installation with at least 431 to be installed.

Thad Majkowski and Josh Gerrits from Cedar Corp presented the details of the FY2018 roadway project and requested input from the Board.

Majkowski stated the public information meetings will be February 15, 2018 with 6 – 6:45 pm for the work on Clifton Rd., Sunset Lake Ct. and Palisades Trail, 7 – 7:45 pm for work on Lake Breeze Dr. and Forest Ave. and 8 – 8:45 pm for work on Park Dr., Lower Cliff Rd., Spring Ct., Escarpment Trail and Palisades Trail culvert replacement.

Majkowski reported the bid award is planned for April with construction all summer long due to this year's construction being twice as large as last year.

Benz moved to asphalt all aprons. Hennlich 2nd. Motion carried unanimously.

Majkowski asked the Board to approve asphaltting the aprons (three to five feet) of the gravel driveways in order to keep the stones from kicking into the road, with an additional \$3,500 cost to the project. The Board approved.

Hennlich moved to topsoil and seed the side slopes (culvert headwalls). Miller 2nd. Motion carried unanimously.

Majkowski questioned if all intersections should have mountable curb and gutter and the Board agreed.

Majkowski asked if the entire northern side from cul de sac of Sunset Lake Ct. be ditch re-profiled and culvert replaced for an extra \$35,000 and the Board agreed.

Hennlich moved to extend the storm outfall on Escarpment Terrace to the water's edge. Miller 2nd. Kaas - abstain. Motion carried.

Majkowski stated over time on Forest Avenue traffic patterns have been cutting the corner causing the road width to increase by 8 or 9 feet. Majkowski informed the Board the engineering plan is to re-center the road in the middle of the right of way.

Majkowski questioned if the Board was in agreement with narrowing the curve on Forest Avenue to standard width of 22' with landscaping the area outside of the road and shoulder; the Board agreed.

Kaas moved to approve curb and gutter with a mini storm sewer in the cul de sac of Lower Cliff Road for approximately \$15-16,000 cost. Salo 2nd. Motion carried unanimously.

Majkowski asked the Board if either entrance to Schneider Park should be replaced or eliminate one and the Board approved removing the Clifton Road entrance and to topsoil the area.

Majkowski suggested continuing pavement markings of yellow centerline, white fog line off centerline to allow for a paved shoulder to provide for pedestrian and bicycle traffic along Lake Breeze Dr. and Clifton Rd. for a cost of \$1,400 and \$6,000 respectively and the Board agreed.

Hennlich questioned if when the Village does repaving if that is the time to place the no parking signs on one side of the road and Friday replied yes it can be done if the Board agrees and it is codified.

Majkowski stated the last item was not on the list in the packet and it is for Clifton Rd. – Spring Hill Dr. drainage ditch work in the flatter areas and where needed may replace curb and gutter.

Benz questioned the warranty and Majkowski replied 2 years.

9) Village Administrator: Project Update(s).

Friday reminded the Board that some of the Plan Commission's work will be coming back to them in February such as the sign inventory review and asked them to look over the list and remember that A is allowed and P is prohibited.

Friday stated he will attend Tax Incremental Financing District conference the beginning of February.

Hennlich questioned Friday if State law changed removing the 1,500 feet distance for sex offenders from parks and trails. Friday replied that was his understanding and he will request clarification.

10) Old Business: None.

11) New Business:

a) *FY2017 Budget Amendment: Consider approval.*

Benz moved to approve the FY2017 Budget Amendment as presented. Miller 2nd. Motion carried unanimously.

12) Complaints & Compliments: None.

13) Correspondences:

a) *Monthly Activity Report (Dec.; Harrison Fire & Rescue).*

14) Adjournment. – ***Miller moved to adjourn the meeting at 8:10 p.m. Benz 2nd. Motion carried unanimously.***

Minutes prepared for review and approval by Susan Williams, Clerk-Treasurer.