

## Village Board Meeting Minutes

February 11, 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, Kathy Salo, David Miller, and Ned Marks. Also in attendance was Times-Villager Reporter Tom Collins, Administrator Randy Friday, and Clerk/Treasurer Jo Ann Lesser.
- 2) Pledge of Allegiance: All those present stood to recite the Pledge of Allegiance.
- 3) Approval of the Agenda: Trustee Benz made a motion to approve the agenda. Trustee Miller seconded the motion. Motion carried, 7-0.
- 4) Approval of Minutes: a) Trustee Salo made a motion to approve the January 14, 2019 meeting minutes. Trustee Marks seconded the motion. Motion carried, 7-0.  
b) Trustee Salo made a motion to approve the February 4, 2019 special meeting minutes. Trustee Miller seconded the motion. Motion carried, 7-0.
- 5) Registered Citizen Comments on Agenda Items: None
- 6) Report of Village Officers.
  - a) Village President  
Request to agendaize *Presentation*: Walt Rugland: President Laux requested comments from Board members on the proposed presentation. Trustee Salo commented that after her review of the information she felt the village's land use plan covers the points. Trustee Miller stated he may be interested in the presentation. Trustee Benz stated the conversation he had with Walt Rugland satisfied Mr. Rugland's need to present, especially if the Board members were given the information. It was decided there would be no need for a presentation at this time.
  - b) Fox Cities Area Room Tax Commissioner: Nothing was reported.
  - c) Clerk/Treasurer
    - i. Consent Agenda (Financial Reports; Operator's Licenses): Clerk/Treasurer Lesser reported that the background checks were completed and are satisfactory. Trustee Kaas made a motion to approve the consent agenda as presented. Trustee Benz seconded the motion. Motion carried, 7-0.
- 7) Village Engineer and/or Utility Operator: Project Update(s): Administrator Friday stated the updates were given at the last meeting, and the item for consideration appears under new business.
- 8) Village Administrator: Project Update(s): Administrator Friday informed the Village Board that a dozen letters were mailed to various residents regarding offenses of trailers, vehicles, and shanty's. Friday stated there will be more as he was not able to view all the properties at one time.
- 9) Old Business:
  - a) Update: *Inter-municipal jurisdiction of Road Construction projects (Kesler Road; State Park Road)*: Consider methodology for road construction projects scheduled for FY19 (Kaas): Trustee Kaas stated he contacted the Village of Harrison regarding the Kesler Road reconstruction project and State Road which will be a mill and overlay. Kaas explained that he was told by Harrison there was no plan to hire an engineer for the project, and that Harrison feels the Village of Sherwood can take care of it. It was explained that there are three options; 1. Replace culverts, 2. Major road reconstruction, 3. Chip sealing. Thad Majkowski of Cedar Corporation had indicated option three would be the least expensive. Administrator Friday indicated Thad Majkowski can have the engineering services put together and it can be reviewed at that time.

10) New Business:

- a) *Contract Award – B-19 (Water Valve/Hydrant)*: Consider contract award for Design-Bid-Construction services as part of Stumpf-Meehl subdivision project (See *Minutes – Feb. 4 Item 11.a.i.*; up to \$20,750; Cedar Corp): Administrator Friday reminded the Village Board of their decision of choosing a hybrid project at the last meeting and this contract (B-19) in front of them for approval is for the engineering services of the project. Trustee Salo made a motion to approve the contract for engineering services with Cedar Corporation not to exceed \$20,750 for the water valve/hydrant portion of the Stumpf-Meehl subdivision project. Trustee Kaas seconded the motion. Motion carried, 7-0.

11) Complaints & Compliments: None.

12) Correspondences: None.

13) Closed Session: President Laux announced that the Village Board will be convening into closed session pursuant to state statutes 19.85(1)(e) Condon Road Extension, and 19.85(1)(c) Public Works. At 6:55 pm a motion by Trustee Kaas and seconded by Trustee Benz to convene to closed session. Motion was carried by unanimous voice vote.

At 7:34 pm Trustee Miller made a motion to convene into open session. Trustee Benz seconded the motion. Motion carried, 7-0.

14) Open Session: The Board may act on any item discussed in Closed Session. *Personnel discussion:* Public Works: A motion was made by Trustee Kaas to increase the pay for the Public Works Supervisor by \$2 per hour effective February 17<sup>th</sup> payroll. Also to post the job opening for the public works employee with a salary range comparable to the Village of Harrison's advertisement. President Laux seconded the motion. Motion carried, 7-0.

15) Adjournment: The meeting adjourned at 7:36 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC  
Clerk/Treasurer