

Village Board Meeting Minutes
Feb. 26, 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
Lisa Ott
Kathy Salo*

Absent

David Miller, excused

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk-Treasurer
Brenda Stumpf, Park and Recreation Coor.*

- 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: Feb. 12 (Regular Meeting). – ***Benz moved to approve the minutes of the regular meeting of the Village Board, as presented. Hennlich 2nd. Kaas stated under 10) remove special assessment payment process and insert tax levy. Motion as amended carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.
- 6) Report of the Parks, Rec. & Urban Tree (PRUT) Board (Feb. 19)
- a) *50th Anniversary Celebration: Wanick Park open with music to 11pm.*

Kaas stated the PRUT approval relates to park hours and nothing about the noise ordinance. Stumpf stated the church picnic bands for years have gone past 10 pm. Benz stated the noise ordinance is that no noise from your property going to neighboring properties after 10 pm and that would apply to Wanick Park and need to make an exception.

Benz moved to approve the extension of park closing time to 11 pm and approve exception to the noise ordinance for the 50th celebration so noise from the celebration can occur up to 11 pm. Hennlich 2nd. Kaas and Salo – nay. Motion carried.

- b) *50th Anniversary Celebration: Update (programming, budget, etc.).*
- c) *Upcoming Events: Easter Egg Hunt.*
- d) *High Cliff Triathlon: Required information & fees submitted.*

Stumpf reported attending a North East Wisconsin Parks Recreation Organization (NEWPRO) and stated the main discussion was the handling of special events. Stumpf commented that Sherwood has a

good program with the current ordinance and shared that with other municipalities. Stumpf reported receiving information from other municipalities.

Kaas questioned when the Board will receive the report from Stumpf's meeting attendance in December and Stumpf responded she will provide it.

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

 - b) Fox Cities Area Room Tax Commissioner

Benz stated now that the exhibition center is finished, since Sherwood participates the Village is able to have free use of the facility one day a year. Benz requested the Board consider if there is an event they wish to use it for. Benz stated that Appleton requested of our Board if we would donate our day to New North. Benz reported New North is considering using it December 18th and if our Board wants to do that Sherwood would receive publicity for the donation. Benz requested the Board consider and decide soon.

Benz reported March 12th is the first day of the Governor's Conference on Tourism and it will be held at the exhibition center and Sherwood will be recognized with the other participating municipalities and those representatives will be acknowledged at 8:15 and if any other Trustees are interested in going in his place to let him know.

Benz stated the next meeting of the Room Tax Commission is scheduled for March 19th. Benz reported they have been trying to move it up. Benz reported the meeting is important since it will be the first time they will see the bonds that will be sold to finance the exhibition center.

Benz stated of the documents in the meeting packet in regards to the exhibition center resolutions he only had issue with the resolution with the missing exhibit A (Resolution No. 2018-03 Amended and Restated Cooperation Agreement for the Fox Cities Exhibition Center).

Benz reported earlier in the month he and Williams attending a meeting held by Neenah's Mayor Kaufert to discuss the document. Benz stated one issue discussed was attorney fees paid by Appleton related to the private financing and the meeting closed with Kaufert stating he would contact Appleton's Mayor Hanna. Benz reported contacting Hanna last week and Hanna promised something by the time of this evening's meeting.

Williams reported contacting Neenah Clerk and Attorney and Foley representatives and was directed Sherwood options are to table the resolutions or to approve the resolutions which are complete and contingently approving the resolution with the missing exhibit. Williams stated the contingent approval could be on review by Laux and Benz. Williams reported the date that has been stressed in order to have the financing take place in April is March 6th and our next Board meeting is March 12th.

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

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

Williams informed them the 2018 Board of Review could be scheduled May 7th 4 to 6 p.m. Williams reported Kaas, Friday and herself have spoken about planning a special meeting of the Palisades Pond Lake District March 12th.

Kaas reported last Thursday was the bid opening for the dam reconstruction project and attractive bids were received. Kaas stated the special meeting would be to award that bid and Cedar Corp will prepare the grant application for Wisconsin Department of Natural Resources for matching funds. Kaas reported a resolution will also be presented at that meeting which stipulates the District will pay for the project, be eligible for reimbursement and to establish a contact person to manage the program, the Administrator or Clerk. Kaas stated that the District has been given indications that they would be a recipient of funds.

Williams reported the audit fieldwork for 2017 is complete and it went well. Williams stated the auditors would be in late April early May for the annual report.

Williams informed the Board she received an e-mail from East Central Wisconsin Regional Planning Commission requesting a choice of intergovernmental meeting dates for the Comprehensive Plan Update of either March 6th or 7th. The Board suggested reaching out to the Plan Commission.

Williams stated the February 20th Election had a 14.3% turnout in Sherwood.

- 8) Village Engineer and/or Utility Operator: Project Update(s).
- a. *Monthly Water Purchase & Sales Report.*

Bruce Genskow, MCO Utility Operator addressed the Board. Genskow reported January 2018 water loss was 11.7%. Genskow stated he continually works to identify loss areas.

- b. *Proposed new chemical additive to water system.*

Genskow reported receiving complaints and investigating film on faucets from residents in Spring Hill Dr. area. Genskow informed the Board of the steps he took in order to understand the occurrences of a 'biofilm'. Genskow advised the Board of the options of investment in equipment and chemicals. Genskow reported consulting Hawkins Chemical, Northeast Water Professionals, Water Quality Investigations and the Wisconsin Department of Natural Resources (DNR) and the plan he submitted is approved by the DNR.

Benz complimented both Genskow and Friday in the handling of the complaints.

Kaas moved to approve proceeding with the clearitas, phosphate and pulsatron (plan submitted by Genskow), as presented. Benz 2nd. Motion carried unanimously.

- c. *FY2018 Roadway Contract 'A-18': Notes from Public Information Meeting.*

Friday shared with the Board the packet information provided to the residents of the areas that will be effected by the 2018 road construction through the Public Information Meetings and website postings.

9) Village Administrator: Project Update(s).

Friday guided the Board through his conference attendance report from the meeting packet.

10) Old Business: None.

11) New Business:

- a) *Resolution #2018-01: A Resolution Authorizing the Execution and Delivery of Documents relating to the Fox Cities Exhibition Center Project.*

Benz moved approve Resolution #2018-01: A Resolution Authorizing the Execution and Delivery of Documents relating to the Fox Cities Exhibition Center Project, as presented. Salo 2nd. Motion carried unanimously.

- b) *Resolution #2018-02: First Amendment to the Amended and Restated Room Tax and Tourism Zone Agreement.*

Benz moved to approve Resolution #2018-02: First Amendment to the Amended and Restated Room Tax and Tourism Zone Agreement, as presented. Kaas 2nd. Motion carried unanimously.

- c) *Resolution #2018-03: Amended and Restated Cooperation Agreement for the Fox Cities Exhibition Center.*

Benz moved to approve Resolution #2018-03: Amended and Restated Cooperation Agreement for the Fox Cities Exhibition Center, as presented, conditioned upon the receipt of data for Exhibit A, which includes cost paid by Appleton and the reimbursement amount to Appleton, the numbers that are made available to Sherwood for review and approval by President Laux and Trustee Benz. Kaas 2nd. Motion carried unanimously.

- d) *Resolution #2018-04: Pledge and Security Agreement Relating to the Fox Cities Exhibition Center.*

Benz moved to approve Resolution #2018-04: Pledge and Security Agreement Relating to the Fox Cities Exhibition Center, as presented. Hennlich 2nd. Motion carried unanimously.

- e) *Agreement for Sale and Perpetual Care of Cemetery lot (Frank; 1 plot).*

Salo moved to approve the Agreement for Sale and Perpetual Care of Cemetery lot (Frank; 1 plot), as presented. Hennlich 2nd. Motion carried unanimously.

- f) *Agreement for Sale and Perpetual Care of Cemetery lot (Laux; 2 plots).*

Salo moved to approve the Agreement for Sale and Perpetual Care of Cemetery lot (Laux; 2 plots), as presented. Hennlich 2nd. Laux – abstain. Motion carried.

12) Complaints & Compliments: None.

13) Correspondences:

- a) *Monthly Activity Report* (Jan.; Harrison Fire & Rescue).
- b) *Monthly Activity Report* (Jan.; Calumet County Sheriff's Dept.)

14) *Closed Session: Property redevelopment in Tax Increment District #3 related to Condon Road extension construction project (2019)* 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.

Kaas moved to approve going into Closed Session Per Wis. Stats §19.85(1) (e) at 8:14 p.m. Benz 2nd. Motion carried unanimously.

15) *Open Session:* The Board may act on any above-noted Closed Session item in Open Session.

Kaas moved to return to Open Session at 8:39 p.m. Benz 2nd. Motion carried unanimously.

16) Adjournment. ***Kaas moved to adjourn the meeting at 8:39 p.m. 2nd. Motion carried unanimously.***

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