

**Village Board Meeting Minutes**  
March 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*  
*David Miller*  
*Lisa Ott*  
*Kathy Salo*

***Absent***

*none*

***Others Present***

*Randy Friday, Administrator*  
*Susan Williams, Clerk-Treasurer*

2) Pledge of Allegiance. – *recited.*

3) Approval of the Agenda. – ***Benz moved to approve the agenda as presented. Hennlich 2<sup>nd</sup>. Motion carried unanimously.***

4) Approval of Minutes: March 12 (Regular Meeting). – ***Benz moved to approve the minutes of the regular meeting of the Village Board of March 12, 2018 as presented. Salo 2<sup>nd</sup>. Motion carried unanimously.***

5) Registered Citizen Comments on Agenda Items.

6) Report of the Parks, Rec. & Urban Tree (PRUT) Board (March 19)  
a) *Memorial Bench Funds*: Transfer excess funds to Park Land Fund (220)

***Kaas moved to approve transferring excess funds of the Memorial Bench, Memorial Tree and Community Forest programs to the Park Land Fund (220). Miller 2<sup>nd</sup>. Motion carried unanimously.***

b) *Concessions*: Concession sales for ‘*In-Town*’ soccer league games.

***Benz moved to approve concession sales for ‘In-Town’ soccer league games. Ott 2<sup>nd</sup>. Motion carried unanimously.***

c) *Upcoming Events*: FY2018 Newsletter.

d) *50<sup>th</sup> Celebration*: Update.

e) *Rubber mulch*: Wanick Park mulch replacement.

f) *Lake to Lake Soccer Program:* Summer league cancelled.

7) Report of Village Officers.

a) Village President

b) Fox Cities Area Room Tax Commissioner

*Benz reported from the most recent Tax Commission meeting that Kaukauna is behind in their 2017 room tax receipts and the Commission will wait until the new Mayor is seated after the Spring Election to follow up on it.*

*Benz stated Associated Trust was authorized to collect 1<sup>st</sup> quarter room tax. Benz reported a special meeting is scheduled April 9<sup>th</sup> to discuss if the Commission will continue to use Associated Trust to collect room tax in the future.*

*Benz stated with Williams' assistance the resolution and agreements were all passed.*

*Benz reported a Baird representative was present at the meeting as they are the underwriters of the exhibition bonds, which are rated AA and set to close May 1<sup>st</sup>.*

*Benz questioned and Williams replied that she had researched the municipality 'free day' at the exhibition center and shared the guidelines the Village must work within.*

c) Clerk/Treasurer

i. Review/Approve financial reports.

***Benz moved to approve the financial reports as presented. Salo 2<sup>nd</sup>. Motion carried unanimously.***

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

a. *Monthly Water Purchase & Sales Report.*

*Friday reported the February water loss is 7.9% with a year to date loss of 9.9%.*

9) Village Administrator: Project Update(s).

10) Old Business: None.

11) New Business:

a) Amended and Restated Cooperation Agreement for the Fox Cities Exhibition Center.

***Benz moved to approve the Amended and Restated Cooperation Agreement for the Fox Cities Exhibition Center, as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- b) *Local Transportation Programs & Finance – Municipal Project Agreement: Authorize Administrator to enter into agreement for State funding (\$37,974.62) road improvements, per approved Village 5-Year Capital Improvement Plan – FY2018 thru FY2022.*

***Kaas moved to authorize the Village Administrator to enter into the agreement for State funding road improvements through the Local Transportation Programs & Finance – Municipal Project Agreement program, as presented. Benz 2<sup>nd</sup>. Motion carried unanimously.***

- 12) Complaints & Compliments: None.

*Salo expressed her thanks for the experience during her time on the Village Board.*

*Kaas thanked Hennlich for his service on the Board and Hennlich replied he appreciated his 9 years, thanking Miller for his initial appointment and complimented the Board and Staff.*

*Miller requested Friday to inform Bruce Genskow from MCO that he did a great job with the meter head (AMR) replacement. Miller stated he was with Genskow for the work at 3 homes since his own and his two neighbors needed to be done and reported that Genskow had worked very efficiently and quickly.*

*Kaas questioned and Friday explained the correspondence from McMahon on the Village's behalf to the Wisconsin Department of Natural Resources for a request of a compliance schedule to be included in the WPDES permit for the TSS mass limits for the Village of Sherwood.*

*Friday stated that he received an e-mail from Condon Oil in regards to high water and sewer bills. Friday reported the Village Utility Clerk provided documentation that once the Village was aware of it attempted to notify Condon. Friday informed the Board that Condon is requesting relief of the sewer charges. Friday asked the Board if they would consider this any different than previous requests. The Board directed Friday to reply that those type of requests are not granted.*

- 13) Correspondences:

- a) *Monthly Activity Report (Feb.; Harrison Fire & Rescue).*  
b) *Monthly Activity Report (Feb.; 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.*

***Benz moved to go into Closed Session: Property redevelopment in Tax Increment District #3 related to Condon Road extension construction project (2019) Per Wis. Stats §19.85(1)(e) at 7:11 p.m. Salo 2<sup>nd</sup>. Motion carried unanimously.***

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

*Hennlich moved to return to Open Session at 7:50 p.m. Benz 2<sup>nd</sup>. Motion carried unanimously.*

16) Adjournment. – *Miller moved to adjourn the meeting at 7:50 p.m. Benz 2<sup>nd</sup>. Motion carried unanimously.*

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