

Village Board Meeting Minutes

June 11, 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

Roger Kaas

Joyce Laux

Ned Marks

David Miller

Lisa Ott

Kathy Salo

Absent

none

Others Present

Randy Friday, Administrator

Susan Williams, Village Clerk-Treasurer

- 2) Pledge of Allegiance. – recited.
- 3) Approval of the Agenda. – ***Benz moved to approve the agenda as presented. Salo 2nd. Motion approved unanimously.***
- 4) Approval of Minutes: May 29 (Special Meeting). – ***Salo moved to approve the minutes of the special meeting of the Sherwood Village Board of May 29, 2018, as presented. Benz 2nd. Motion carried unanimously.***
- 5) Public Hearing: *Village of Sherwood Comprehensive Plan Update 2040 (ECWRPC)*.
Note: Adoption of the Ordinance will be considered under *New Business*.

After 3 calls Laux opened the Public Hearing at 6:33 p.m.

Kaas moved to close the Public Hearing at 6:33 p.m. Benz 2nd. Motion carried unanimously.

- 6) Registered Citizen Comments on Agenda Items.

Benjamin King, N7839 Edgewater Ct., Sherwood – regarding agenda item 8) c) iii) shared information on the plan for using the license for special events to be held at the location and requested the Board support.

Lyssa King, N7839 Edgewater Ct., Sherwood – regarding agenda item 8) c) iii) shared information on the plan for using the license for special events to be held at the location and requested the Board support.

- 7) Report of the Plan Commission (June 4)
a) *Request to place swimming pool on ‘commercial’ property.*

Friday shared with the Board the application to place a pool on a commercial lot and informed the Trustees that the property was previously operated as a plumbing business and the adjacent lot was grandfathered in since it was the plumber’s home. Friday stated the

request was approved with the placement of the pool on the home parcel with installation of a fence.

- b) *(Zoning) Code Update:* Final review by Commission prior to issuance of RFP for consultant input & final document(s).

Friday requested the Board review the list and provide input for the items they had forwarded to the Plan Commission prior to the next Village Board meeting.

- c) *Review of request to co-locate business & residential building on commercially-zoned lot.*

Friday explained the application and the decision of the Commission that they did not have enough information to respond and requested additional information.

8) Report of Village Officers.

- a) Village President

- b) Fox Cities Area Room Tax Commissioner

- c) Clerk/Treasurer

- i. *Consent Agenda* (Financials; License requests)

Benz moved to approve the Consent Agenda as presented. Miller 2nd. Motion carried unanimously.

- ii. *Alcohol license parameters:* Consider minimum standards regarding business operations minimum annual days of operation.

Williams presented her memo that provided information on local municipalities' stipulations of alcohol licensing and requested the Board if they so desired to add some to the Village Code.

Kaas moved to approve adding the seasonality liquor licensing topic to the list for professional company assisting in the zoning update. Benz 2nd. Motion carried unanimously.

- iii. *Appointment of Agent:* Benjamin King for Chubby Seagull; N7721B State Park Road; Sherwood, WI.

Benz moved to approve the appointment of agent of Benjamin King for Chubby Seagull as presented and the new application for the Class 'B' Malt Beverage/Liquor license for GK Ventures, Inc., as presented. Miller 2nd. Marks – nay, motion carried.

- iv. *New Application:* Class 'B' Malt Beverage/Liquor License for GK Ventures, Inc., d/b/a The Chubby Seagull; N7721B State Park Road; Sherwood, WI. (Benjamin King; Agent).

- v. *Annual assignment of 'Unassigned Fund Balance': Consider/Approve transfer to 'Capital Projects Fund 410'.*

Williams presented information on excess fund balance and requested the Board's decision how to handle them.

Benz moved to approve transferring \$290,241 of General Fund Balance to the Capital Projects Fund. Kaas 2nd. Motion carried unanimously.

Williams reminded the Board of the Special Election Tuesday June 12th and the annual Joint Review Board meeting June 13, 2018. Williams reported her and the Office Coordinator working on the Requests for Proposals of the former Shenanigan's property for asbestos inspection/reporting, remediation and demolition. Williams questioned the Board if the topic of the Village Building Inspector approving permits in the Village Administrator's vacation absence should be on the next agenda and they so directed.

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

Josh Gerrits from Cedar Corp. addressed the Board with the Palisades Pond Lake District dam construction has been delayed due to the grant application and anticipates construction beginning mid-July or August.

- 10) Village Administrator: Project Update(s).

- 11) Old Business: *New subdivision development:* Consider designation of 'Regional Stormwater Pond' from 20ac. parcel (Wittman) and allow stormwater et. al. conveyance through Village property (spur line trail area) between the properties, as needed for development to the Lakeshore Estates–East (Pigeon) pond.

Friday stated there is no update, but if something does come in during his vacation, the Clerk-Treasurer will review his e-mails and share. Kaas questioned if Friday could outreach to them and Friday replied he would.

- 12) New Business:

- a) *Village of Sherwood Ordinance #2018-01: An Ordinance to Adopt the Comprehensive Plan Update (2040) of the Village of Sherwood.*

Kaas moved to approve the Village of Sherwood Ordinance #2018-01: An Ordinance to Adopt the Comprehensive Plan Update (2040) of the Village of Sherwood, as presented. Benz 2nd. Motion carried unanimously.

- b) *Bid Award related to borrowing for FY2018-19 Capital Improvement Projects per approved 5-Year Capital Improvements Plan FY2018-2022: Consider/Approve bid award (\$1,075,959.62; MCC, Inc.) for FY18 capital projects [Base Bid = \$1,138,163.39; Add Alt. #1 +\$4,627.50; Alt. #2 <\$61,578.93>; Alt. #3 <\$4,325.340>; Alt. #4 = \$0; Alt. #5 <\$927.04>].*

Gerrits guided the Board through the meeting packet information related to the rebid of the FY2018 construction.

Friday informed the Board the rebid did result in a slight decrease (\$1,138,163.39), and also have some deducts to potentially reduce the total even more.

Gerrits reported on the alternates; ditching on Pigeon Road was an item not in the base bid for an addition of \$4,627.50, removal of Spring Court work a deduct of \$61,578.93, removal of curb and gutter a reduction of \$4,325.30, tree removal without any cost and an addition for an open cut storm sewer on Escarpment Terrance and additional \$927.04.

Kaas stated the Board would choose alternates #1, #2 for a total of \$1,081,211.96.

Friday stated that is the first step. Friday reported the Board must approve the engineering for the project of \$171,377.00. Friday stated that FY2018 is \$1,252,588.96 total.

Gerrits presented the information on both, indicating that Kessler Road and State Park Road are intended to be cost shared with Harrison and questioned the work in the Meehl/Stumpf subdivision. Gerrits stated that costs of the FY2019 projects with ditching work in Meehl/Stumpf are \$953,835.

Kaas questioned how the Board can go forward with borrowing without information on Condon Road. Friday stated that the estimate from the 5 year capital plan could be used.

Williams reported the total of all those numbers is \$3,792,423.96.

Kaas stated that intergovernmental conversations with Harrison to work through the projects will require discussions and negotiations.

Friday reported that in order to proceed with the borrowing they must discuss FY2019 and Condon Road extension calculations.

Benz questioned the effect of the borrowing on the property taxes and Friday presented the previous projection for the Board's consideration. Friday directed the Trustees to the figures on the table of up to \$220 increase by the end of the repayment in 20 years. Benz requested Friday recalculate that number since the projection is low. Friday increased that figure by 15% which results in \$253.

Kaas questioned if the numbers included the contribution from TIF #3 of \$250,000. Friday replied no.

Marks moved to approve FY2018 bid award to MCC for a base bid of \$1,138,163.39, including bid alt #1 \$4,627.50 addition, bid alt #2 (\$61,578.30) deduct, total of \$1,081,211.96. Laux 2nd. Kaas abstain. Motion carried.

Salo moved to approve the FY2019 construction with the ditching, engineering costs and Condon Road costs (\$953,835, \$171,377 and \$1,586.00 respectively), using \$200,000 of current monies from the Capital Projects Fund. Ott 2nd. Motion carried unanimously.

- c) *Storm Sewer Easements*: Granting of temporary & perpetual easements (Parcels 13970 & 13997 as depicted in easement document *Exhibit A*) for the purpose of constructing a storm sewer pipeline and attenuate structures regarding approved Village of Sherwood FY2018-19 roadway projects (Contract A-18).

Gerrits explained the easement is needed due to the eventual transfer to the Palisades Pond Lake District that the Village will need to have access.

Kaas moved to accept the easement for the Village. Benz 2nd. Motion carried unanimously.

- 13) Complaints & Compliments: None.
- 14) Correspondences:
 - a) *Status of Airplane – Communication to Legion Post #496* (Staff; June 5).
- 15) Adjournment. – ***Laux moved to adjourn the meeting at 8:53 p.m. Salo 2nd. Motion carried unanimously.***

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