

Village Board Meeting Minutes

July 22, 2019

- 1) Call to Order and Roll Call: President Joyce Laux called the meeting to order at 6:30 pm. Trustees present were Bob Benz, Roger Kaas, Lisa Ott, David Miller, Ned Marks, and Kathy Salo. Also in attendance was Times-Villager Reporter Tom Collins, Administrator Randy Friday, Park and Recreation Coordinator Brenda Stumpf, and Clerk/Treasurer Jo Ann Lesser. There were six other attendees.
- 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 Salo seconded the motion. Motion carried, 7-0.
- 4) Approval of Minutes: July 8 (Regular Meeting): Trustee Benz made a motion to approve the minutes as presented. Trustee Miller seconded the motion. Motion carried, 7-0.
- 5) Registered Citizen Comments on Agenda Items: Bob Gillespie of N7886 Lakeshore Road talked about attending the Park Recreation Urban Tree (PRUT) committee there was discussion of the CORP and how its been over 5 years since it was created and implemented, that it's now time to update it. Gillespie wondered if there would be any money budgeted to help hire a consultant, there was discussion that it could cost in a range of \$3,000 to \$5,000. Gillespie passed out amongst the Board members copies of plans from other municipalities as well as information on grants available to help work on the CORP.
- 6) Report of the Parks, Rec. and Urban Tree Board (July 15).
 - a) *Request for Wanick Park usage at no fee (Pop Warner Football)*: Brenda Stumpf indicated to the Board that the coach for the Pop Warner Football is a resident of Sherwood. Usage would be from August 12th to mid-October which turns out to be approximately 20-25 times the field would be utilized. PRUT recommended to allow the usage of the field at no charge. Trustee Miller made a motion to approve the usage of Wanick Choute Park to be used by the Pop Warner Football at no charge. Trustee Benz seconded the motion. Motion carried, 7-0.
 - b) *Legion Park – Baseball fencing*: Quotes for possible fencing replacement: Stumpf told the Board that she did receive another proposal this one was from Whirlwind, but has nothing more to report at this time.
 - c) *Zoning of Legion Park*: Request for clarification by Staff: Stumpf reported that there was a misconception on the term land use versus zoning.
 - d) *CORP update*: Recommend funding in FY2020 CORP update; Survey: Stumpf included in the packet a copy of the survey that she put together to have mailed to residents, she asked the PRUT board to review it and return any questions or comments to her by July 26th. Administrator Friday wanted to know what is the project date to mail this out to residents. Stumpf mentioned that the survey would be sent out after the next PRUT meeting in August. Trustee Ott suggested that survey monkey might be a good option to help gather resident input. Trustee Kaas suggested they look at other vendors for proposals on helping the committee update the plan.

Stumpf informed the Board that the splash pad was inspected on June 25th and it passed, there were some minor infractions that need to be addressed, one is to have a chemical data sheet posted to show residents what type of chemicals are being used to treat the water.
- 7) Report of Village Officers.
 - a) Village President: President Laux wanted to point out the tremendous support that was received from the utility operators and area vendors during last weekends storm.

- b) Fox Cities Area Room Tax Commissioner: Trustee Benz stated the project is 76.4% completed. The ice on the rink will be installed by the end of July. Benz passed out pictures of the work being completed to the interior.
 - c) Clerk/Treasurer: None
- 8) Consent Agenda
- a) Financial Reports: Checks and Vouchers from Funds 100, 403, 600, 610 in the amount of \$31,286.28; 2nd quarter budget comparison: Trustee Kaas made a motion to approve the consent agenda. Trustee Benz seconded the motion. Motion carried, 7-0.
- 9) Village Engineer and/or Utility Operator: End of Month Reports: Administrator Friday reported to the Board that the water loss was 17% year-to-date. Trustee Kaas questioned about billing on a monthly basis versus quarterly, if that would help locate the problem of the water loss. Friday indicated that in a monthly billing process the usage is averaged for the first two months based on the previous year and then a meter reading is done in the third month, adjustments if needed would be made at that time.
- 10) Village Administrator: Project Update(s): Friday informed the Board that on July 23rd a construction meeting is being held for B-19. Another one will be scheduled soon for C-19.
- 11) Old Business
- a) *Consider Developer Agreement – Pond View Estates*: Friday indicated that the agreement was recently solidified on July 18th and is presented for the Board to review and approve. It was noted by the attorney that there should be contingencies in the approval to ensure the village is given a line of credit and escrow money for road work by the developer prior to signing agreement or the plat. Trustee Marks wanted to know what has changed from the previous version of the agreement to the one being presented now. It was explained by Jeff Rustic it was regarding the line of credit. It was noted by Trustee Kaas that the approval of the plat is not on the agenda and that both should be approved at the same time. It was agreed to hold a special meeting to approve both the developer's agreement and the plat at the same time. Trustee Kaas made a motion to hold a special meeting on July 24th at 6 pm. Trustee Benz seconded the motion. Motion carried, 7-0. No decision was made at this time with regards to the developer's agreement.
- 12) New Business:
- a) Consider Appointment to Parks, Recreation & Urban Tree Board – Bob Gillespie: President Laux nominated Bob Gillespie to the PRUT Board vacancy and as the Plan Commission liaison member. Trustee Miller made a motion to approve the nomination of Bob Gillespie to the PRUT committee. Trustee Kaas seconded the motion. Motion carried, 7-0.
 - b) *Sale of Cemetery Plots*: Approve sale of two (2) plots (Delfosse): Trustee Salo made a motion to approve the purchase of two plots in the High Cliff Cemetery by Mark and Mary Jo Delfosse to include the purchase of perpetual care. Trustee Miller seconded the motion. Motion carried, 7-0.
 - c) *Palisades Pond – Dam Reconstruction*: Consider Change Order #2 ('Solutions 101'; \$69,125) increasing cost from \$59,095.75 to \$128,220.75. Note: Analysis was performed and approved per mandatory WisDNR *Dam Failure Analysis* reporting: Discussion regarding the increase and the procurement of limited easements. It was understood that the additional cost will be eligible for the 50% matching grant. Trustee Salo made a motion to approve change order #2 not to exceed \$69,125. Trustee Kaas seconded the motion. Motion carried, 6-1.
- 13) Complaints & Compliments: None.

14) Correspondences:

a) *Monthly Report* (Calumet County Sheriff's Dept.; June): This item was reviewed.

- 15) *Closed Session*: The Village Board may by roll call voter enter int Closed Session 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. (*Condon Road project – Property acquisition – N303 Military Road*). President Joyce Laux read the closed session notice. A motion made b Trustee Benz to enter into closed session at 7:44 pm. Trustee Salo seconded the motion. Roll call: Bob Benz; aye Roger Kaas; aye Lisa Ott; aye
 Joyce Laux; aye David Miller; aye Kathy Salo; aye
 Ned Marks; aye

- 16) *Open Session*: The Village Board reconvened into open session at 8:10 pm on a motion by Kathy Salo and seconded by David Miller. Motion carried, 7-0.

Trustee Kaas made a motion to approve the offer to purchase for N303 Military Road with extending the deadline to remove all personal items from 60 days to 90 days with a signing contingency that clarification come from the village attorney regarding making all the deadlines 90 days, as the current contract is listing both 60 and 90 days making the timeline confusing. Trustee Salo seconded the motion. Motion carried, 6-1.

- 17) *Adjournment*: The meeting adjourned at 8:13 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer