

Village Board Meeting Minutes
Aug. 13, 2018

- 1) Call to Order and Roll Call. – *President Laux called the meeting to order at 6:30 p.m. with roll call:*

Present

Roger Kaas

Joyce Laux

Ned Marks

David Miller

Lisa Ott

Kathy Salo

Absent

Bob Benz, excused

Others Present

Susan Williams, Clerk-Treasurer

Randy Friday, Administrator

Steve Summers, Plan Comm. Chairmn.

- 2) Pledge of Allegiance. – recited.
- 3) Approval of the Agenda. - ***Salo moved to approve the agenda as presented. Miller 2nd. Motion carried unanimously.***
- 4) Approval of Minutes: June 30 (Special Meeting). - ***Kaas moved to approve the special meeting of the Village Board of July 30, 2018 as presented. Salo 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.

Dan Stein, W5142 Park Dr., Sherwood – regarding agenda item 6) and 14) a) voiced concern of the levying of special assessments to the properties.

Gary Martell, W5124 Park Dr., Sherwood - regarding agenda item 6) and 14) a) voiced concern of the per lineal foot rate of levying of special assessments to the properties.

- 6) (6:30) Public Hearing – Park Drive Ditch Reconstruction: *The Village Board will hold a public hearing regarding ditch reconstruction and the levying of special assessments for benefits conferred on properties located along Park Drive (including, at least, Tax ID #s 43998, 13435, 13920, 13921, 13922, 13923, 13924, 13925, 13926, 13927), as allowed by Wis. Stats. §66.0703(1) (b).*

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

Williams distributed a revised roll for the Board’s consideration that addressed the citizen comments voiced during the public hearing.

Salo moved to close the public hearing at 6:50 p.m. Miller 2nd. Motion carried unanimously.

- 7) Report of the Community Development Authority (July 25)
a) Shenanigan’s razing project

- Inspection: Complete.
- Remediation: *Complete*.
- Demolition: Contract awarded.

Kaas informed the Board of his attendance at a WHEDA Community Resource meeting. Kaas stated WHEDA, Dept. of Adm. Energy Housing Community Resources, Board of Commissioners for Public Lands and WEDC provided information on resources available for communities for economic development. Kaas reported he attended a Calumet County meeting the following week set up by Mary Kohrell (Calumet County Economic Development) and WEDA titled 'Economic Development 101'.

Kaas reported the asbestos inspection/report and remediation are complete and the project is awaiting the Wisconsin Department of Natural Resources (WDNR) final inspection and WE Energies service removal both to be done prior to the demolition by Statewide Razing and hope to stay on the timeframe of the property down by end of August or early September.

- 8) Report of the Plan Commission (Aug. 6)
- a) *Pond View Estates – Revised Concept Plan*

Summers stated the concept not the specifics are approved with the understanding that more details will be following. Summers voiced concerns of unaddressed issues, stormwater questions, effect on village tree lines, etc.

- b) *Code Update: Final Review of items for review*

Summers stated he questioned some items placed on the list by the Village Board and without clarification of the points thought it would be difficult to include with the update. Summers reported he had met with Friday and they intend to circulate the Request For Proposal as soon as possible.

- c) *Stumpf lot development on Clifton Road*

Summers reported the Commission discussed and found questions to the subject without any answers and stated Friday is requested to reach out to the owners to provide a plan for the property.

Kaas moved to approve the Pond View Estates revised Concept Plan contingent upon approval of the stormwater review by Nick Vande Hey (McMahon). Miller 2nd. Motion carried unanimously.

- 9) Report of the Parks, Recreation & Urban Tree Board (Aug. 13)
- a) *50th Celebration: Update.*
- b) *Concession sales: Update.*
- c) *Parking Restriction on Castle & Knight Drive for 50th: Discussion*

Stumpf reported concerns from the PRUT Board in regards to safety and informed the Trustees that the PRUT recommended approval of restricted parking for the 50th Celebration event on the streets around the park.

Marks moved to approve the PRUT Board recommendation to restrict parking on Knight Drive and Castle Drive for the 50th Celebration, as requested. Miller 2nd. Motion carried unanimously.

d) *Pop Warner Football:* Request to reserve Wanick Park soccer field area.

Marks moved to approve the PRUT Board recommendation to allow Pop Warner Football to use Wanick Park soccer field and waive the fees, as requested. Ott 2nd. Motion carried unanimously.

e) *Halloween event:* Request for no Wanick Park usage fees (Lion's Club).

Kaas moved to approve the PRUT Board recommendation to allow the Lion's Club to use Wanick Park for their annual Halloween event and waive the fees, as requested. Miller 2nd. Motion carried unanimously.

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

Laux announced she received the resignation letter of PRUT Board member Julie Brinkman.

Kaas announced he received the resignation notice from Community Development Authority member Tom Boll.

- b) Fox Cities Area Room Tax Commissioner
c) Clerk/Treasurer
i. *Consent Agenda* (Financials; License requests)

Salo moved to approve the Clerk's Consent Agenda of financial reports and operator license applications. Marks 2nd. Motion carried unanimously.

Williams reminded the Board of the Partisan Primary Election the next day.

Laux questioned Williams if she had contacted Nick Vande Hey in regards to the stormwater grant and study. Williams replied she had contacted McMahan and was informed Vande Hey was on vacation.

- 11) Village Engineer and/or Utility Operator: Project Update(s).
a) *Bid Award – Stommel Road Lift Station Controls upgrade:* Consider/Approve bid award (Crane Engineering; \$11,650).

Bruce Genskow (MCO-Utility Operator) addressed the Board about the failure of the lift station controls.

Marks questioned Genskow about the range of bids presented and Genskow replied that MCO's personnel reviewed the bids to make sure they all were per the requested specs.

Kaas moved to approve the Crane Engineering NTE \$11,650, as presented. Miller 2nd. Motion carried unanimously.

b) *Water Loss: Monthly Report.*

Genskow reported continuing the automatic meter replacement project in the Village. Genskow stated the project is moving into some older sections of the Village and predicted he will begin to find more service leaks.

12) Village Administrator: Project Update(s).

Friday reported the construction work will be cleared for travel during the 50th Celebration event, the WDNR has requested a study on the Palisades Pond dam failure and presented basic notes on a recent Village construction meeting.

13) Old Business:

a) *Yard Waste Site – Facility upgrade: Consider/Approve directing Staff to reply to WisDNR request and proceed with costing out placement of 1-foot clay barrier at yard waste site facility, to be installed NLT Oct. 1, 2019. 'Resolution of Intent' to be considered by Village Board thereafter.*

Friday presented communications with the WDNR in regards to the site being in violation and his suggestions in resolving the situation in a manner in which the Village will be allowed time to comply. Friday stated the WDNR has approved 12 inch depth of clay installation and he is obtaining quotes to understand the financial costs related to the work to be done hoping to have half of the work done this year and the remaining next year.

14) New Business:

a. *Park Drive Stormwater Improvements – Approve the Levying of Special Assessments against certain benefitting properties (See: Public Hearing; Item #6 above; Schedule 'C').*

Williams stated until the construction is complete the final quantities will not be available.

b. *Contract A-18 – Change Order #1: Approve five (5) 'Work Change Directives' resulting in an increase (\$6,928.78) to the base contract from \$1,081,211.96 to \$1,088,140.74.*

Kaas moved to approve Contract A-18 – Change Order #1 five (5) 'Work Change Directives' resulting in an increase (\$6,928.78) to the base contract from \$1,081,211.96 to \$1,088,140.74, as presented. Miller 2nd. Motion carried unanimously.

- c. *Contract A-18 – Pay Request #1*: A request for payment (\$56,615.44; MCC, Inc.) for work completed thru July 20.

Salo moved to approve the Contract A-18 – Pay Request #1: payment (\$56,615.44; MCC, Inc.) for work completed thru July 20, as presented. Marks 2nd. Motion carried unanimously.

15) Complaints & Compliments: None.

16) Correspondences:

- a) *Groundbreaking date for new Sports Center Facility* (July 25; Fox Cities Conv. & Visitors Bureau).

- b) *Town of Greenville Incorporation* (July 30; State of Wis).

- c) *'Thank You'* (July 30; Ron Zahringer).

17) Closed Session:

- a) *Condon Road Extension*: Per Wis. Stats. §19.85(1)(e), the Village Board may move to a Closed Session when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- b) *Personnel discussion*: Per Wis. Stats. §19.85(1)(c), the Village Board may move to a Closed Session when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Miller moved to go into Closed Session Per Wis. Stats. §19.85(1) (e) and (c) at 7:57 p.m. Motion carried unanimously.

18) Open Session: The Board may act on any item discussed in *Closed Session*.

Kaas moved to return to Open Session at 8:45 p.m. Ott 2nd. Motion carried unanimously.

19) Adjournment. – ***Salo moved to adjourn the meeting at 8:46 p.m. Ott 2nd. Motion carried unanimously.***

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