

## Village Board Meeting Minutes

August 26, 2019

- 1) Call to Order and Roll Call: President Joyce Laux called the meeting to order at 6:30 pm. Trustees present were Roger Kaas, Lisa Ott, Kathy Salo, and Ned Marks. Trustees absent included Bob Benz and David Miller. Also in attendance was Times-Villager Reporter Tom Collins, Parks and Recreation Coordinator Brenda Stumpf, Administrator Randy Friday, and Clerk/Treasurer Jo Ann Lesser. There were three other attendees.
- 2) Pledge of Allegiance: Those present stood to recite the Pledge of Allegiance.
- 3) Approval of the Agenda: Trustee Kaas made a motion to approve the agenda. Trustee Salo seconded the motion. Motion carried, 5-0.
- 4) Approval of Minutes: Aug. 12 (Regular Meeting): Trustee Kaas made a motion to approve the minutes with changes. Trustee Salo seconded the motion. Motion carried, 5-0.
- 5) Registered Citizen Comments on Agenda Items: Milan Duprez of W406 Stumpf Avenue conveyed concerns he had with the removal of stop signs and the raising of the speed limit to 25 mph in the subdivision.
- 6) Report of the Parks, Rec. and Urban Tree (PRUT) Board (Aug. 19)
  - a) *Sherwood Lion Halloween Event*: Request to waive Wanick Park fees: Brenda Stumpf indicated in her report that the PRUT committee recommended approving the waiver of park fees for the Sherwood Lion's Halloween event on October 26<sup>th</sup>. Trustee Kaas made a motion to approve the PRUT recommendation to waive the rental fee for the Sherwood Lions Halloween Event at Wanick Park on October 26<sup>th</sup>. Trustee Marks seconded the motion. Motion carried, 5-0.
  - b) *Ice Skating Rink*: Request to post signage: The PRUT committee recommended posting the required signage. The Village Board agreed with the recommendation but also requested clarification from the insurance company about size and verbiage the placement of the sign and if the sign that already exists would be adequate to meet the requirements. Stumpf stated she would work with Clerk/Treasurer Lesser to get the clarification. Trustee Salo made a motion to place the required signage as recommended by the PRUT committee contingent upon receiving clarification from the insurance company as to what will be acceptable. Trustee Ott seconded the motion. Motion carried, 5-0.
  - c) *Splash Pad – Maintenance Inspection (Fall)*: Stumpf conveyed that the splash pad is 6 years old and the site is starting to show signs of wearing. The press and play activation does not work as it should. Commercial Recreation Specialists can be hired to come out and review the system, the charge for this is \$90 per hour. This can be completed this fall and have the items ordered and on hand for spring installation. Trustee Kaas made a motion to approve to having Commercial Recreation Specialists review the splash pad for repairs at a rate of \$90 per hour. Trustee Salo seconded the motion. Motion carried, 5-0.
  - d) *Comprehensive Outdoor Recreation Plan (CORP)*: Update: Stumpf updated the Village Board on the progress of the CORP plan, Stumpf indicated that there wasn't any major changes and an informal review of the updated plan will be available soon.
  - e) *Upcoming Events*: Stumpf noted that the Cranberry festival trip to Warrens WI is filling up and that she is working on the fall solstice festival.
- 7) Report of Village Officers.
  - a) Village President-None

- b) Fox Cities Area Room Tax Commissioner-None
  - c) Clerk/Treasurer
    - i. Consent Agenda (Financial Reports): Trustee Salo made a motion to approve the consent agenda. Trustee Kaas seconded the motion. Motion carried, 5-0.
- 8) Village Engineer and/or Utility Operator: Updates.
- a) *Water Utility – Pumping and Sales Report thru July, 2019*: The report showed the water loss for July was 18.4%, Administrator Friday indicated that this number is expected to reduce with the repairs being made.
  - b) *Contract B-19 – Meehl-Stumpf Subdivision*: Administrator Friday stated that the water valves along State Road 55 will be replaced and is being charged to the water fund not to the road capital project fund. The project is still on schedule, the upcoming rain could cause a few days of delay.
  - c) *Pond View Estates subdivision*: Construction Oversight (Cedar Corp.): Friday informed the Board that he has signed off on the letter of authorization and will continue to hold onto the agreement until the commitment to the village has been fulfilled. Friday also stated that Van’s will be responsible for Cedar Corps billing invoices.
- 9) Village Administrator: Project Updates: Friday informed the Board that the Emergency Operation Center will now be housed within the new County Jail. Friday also reported that in the meeting packet were emails from the WDNR regarding the next steps in the MS4 reporting.
- 10) Old Business: None.
- 11) New Business:
- a) *Meehl/Stumpf subdivision*: Proposed lighting and traffic control changes
    - i. Consider speed limit change from 15mph to 25mph: There was discussion of the current speed limit of 15 mph that was granted at one time by the then Village Board. Administrator Friday stated that according to state regulations for subdivisions the speed limit is 25 mph. Friday instructed the Board that if they choose not to make a change, they Board would do nothing. If they chose to change the speed limit, they would need to do this by Board action. According to MUTCP the industry standard is to remove the stop signs and install yield signs, for the level of traffic in this type of subdivision. President Laux stated she was not in favor of removing the stop signs or increasing the speed limit. Trustee Kaas made a motion to table this item to a meeting when the full Village Board is present. Trustee Ott seconded the motion. Motion carried, 5-0.
    - ii. Consider stop sign and yield sign placements: This item was discussed with the speed limit discussion.
    - iii. Consider elimination of Meehl Street mid-block street light(s).  
 There was also discussion regarding the replacement of two light poles on Meehl Street for the amount of \$5,397.88. The discussion centered around the cost of the replacement of the poles or removing them due to the number of light poles on the street. After reviewing the street plan, it was determined that the two poles mid-street (N430 & N429 Meehl Street) could be removed. Trustee Kaas made a motion to approve removing two light poles on Meehl Street near N430 & N429. Trustee Salo seconded the motion. Motion carried, 5-0.
  - b) *Cemetery*: Platting & Record-keeping: Clerk/Treasurer Lesser informed the Board that a recent request to have unused burial plots given to descendants of those buried in the cemetery. After researching and finding no policy or ordinance to address this issue, contact with the Village Attorney was made to confer the legal process. It was determined that an

ordinance is required by state statute to administer the selling of plots and the care of plots. There was also a discussion that there is an issue with the boundary of the cemetery that some of the land may be on land owned by the state. There has been discussion with the state by the previous Clerk/Treasurer regarding boundary discrepancies which the attorney stated a survey should be completed. It was also conveyed by the attorney that these issues should be cleared up prior to selling any more plots. The Clerk/Treasurer was advised to contact the Register of Deeds office for a survey before hiring a surveyor.

- c) *Request for Support: Local municipalities supporting State action and participation to provide leadership regarding 'Mass Violence' (League of Wis. Municipalities):* No decision was made by the Board on this item.
  - d) *Request for Support: Do not increase tractor-trailer truck lengths and weights (Coalition Against Bigger Trucks):* No decision was made by the Board on this item.
  - e) *Appointment to Parks, Recreation & Urban Tree (PRUT) Board:* Consider appointment of David Miller: President Laux nominated David Miller to the PRUT committee. Trustee Kaas made a motion to approve the nomination of David Miller to the PRUT commission. Trustee Salo seconded the motion. Motion carried, 5-0.
- 12) Complaints & Compliments: None.
- 13) Correspondences:  
a) *End-2018 Preliminary Population Estimate – 3,127 (Wis. Dept. of Admin.; Aug. 9):* This item was reviewed.
- 14) Adjournment: The meeting adjourned at 7:56 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC  
Clerk/Treasurer