

**Village Board Meeting Minutes**  
Monday, September 9, 2024

1) Meeting called to order at 6:30pm with roll call:

**Present:**

*Bob Benz*  
*Tyler Moore*  
*Tony Genisot*  
*Tom Herrmann*  
*Joyce Laux*  
*Kathy Salo*  
*Amy Brandt*

**Absent:**

*None*  
**Others Present:**  
*Padrick Dunn, Administrator*  
*Sadie Slotke, Clerk/Treasurer*  
*Devin Plate, MCO*  
*Mike Kaster, Cedar Corp.*  
*Eric Larson, Village Attorney*

2) Pledge of Allegiance.—*Recited.*

3) Approval of the Agenda.

***Benz moved to approve the agenda. Salo seconded. Motion carried without dissent.***

- 4) Consent Agenda: All items will be approved in one motion. If discussion is desired by members, that item will be removed from the consent agenda and discussed separately immediately after consent agenda approval.
- a. Approval of the Bills.
  - b. Approval of Village Board Minutes: *August 26.*
  - c. Accept Report of Committees and Commissions:
    - *Plan Commission*
    - *Community Development Authority*
  - d. Treasurer's Report.
    - *Budget Comparison Report*
  - e. Operator's Licenses.
  - f. Appointments.
  - g. Correspondence.
  - h. Other Routine, Non-Controversial Items.
    - *MCO Report.*
    - *WWTP Progress Treatment Notes.*

***Salo moved to approve the agenda. Moore seconded. Herrmann requested item 4h, WWTP progress notes, be removed for further discussion. Motion carried without dissent.***

*Mike Kaster, Cedar Corp, was present to discuss the WWTP progress. Miron construction has mobilized and excavation has begun. Miron is still working on their schedule. They have rerouted effluent drainage, are working on getting their electric meters installed, and are ordering some equipment. Slotke noted that the interim financing loan closes Wednesday.*

*Herrmann requested that moving forward, the WWTP progress notes are agendaized under Engineer Report rather than the Consent Agenda.*

***Salo moved to approve the WWTP Progress Notes. Moore seconded. Motion carried without dissent.***

5) Registered Citizen Comments on Agenda Items—*None.*

6) Public Hearing: *None.*

7) Presentations (No Action): *None.*

8) Report of Village Officers (No Action).

a. Village President—*None.*

b. Clerk/Treasurer

*In discussing dates for the annual appreciation dinner, it appears a Thursday in November would work best, and High Cliff Event Center was a nice venue.*

c. Fox Cities Area Room Tax Commissioner—*None.*

9) Engineer and/or Utility Operator (No Action).

*Plate discussed the water loss report, which has remained steady. No additional leaks have been located/fixes.*

10) Staff Reports (No Action)

- *Administrator report.*

*Dunn has had talks with Calumet County about having a developer's tour in this area. Dunn will attend a Municipal Funding Success workshop to learn about available grants.*

11) Old Business (Action):

a. *American Legion Request.*

*Jake Pompa couldn't attend, and requested this item be put on a future agenda.*

12) New Business (Action):

a. *Consent Agenda*

*Eric Larson was available virtually to discuss the consent agenda, and provide guidance on what can be placed in the consent agenda. Larson explained that staff make a judgement*

*call on what would be considered routine or non-controversial, and place it in the consent agenda. Any board member can remove any item for further discussion. Herrmann and Genisot stated they want any item that needs approval to be placed elsewhere on the agenda, and not be included in the consent agenda. Larson explained that everything on the consent agenda needs to be approved. Trustees will have to decide what they want included in the consent agenda versus a separate action item. There is no legal requirement on what can/should be part of the consent agenda or not.*

*Dunn mentioned that it's important for trustees to review the packet prior to the meeting. If they have questions about an item, they can ask it prior to the meeting so staff can do research as needed and have an informed response.*

*In response to a question by Moore, Larson explained that the individual items don't need to be voted on separately to be a legal vote. A motion, second, and vote to approve the consent agenda is a motion to approve everything included.*

*Discussion ensued about what the board wants included in the consent agenda. Genisot expressed concern regarding public opinion if the consent agenda is used to approve purchases without discussion. Dunn explained that any item can be removed for discussion, they can even remove every item to discuss. Herrmann would like items requesting money to be listed separately under action items.*

*b. ECWRPCA Policy Board Member*

*Dunn explained that ECWRPCA would like one elected official on their policy board. Benz expressed interest in serving in this role.*

***Herrmann moved to appoint Benz as the represented elected official to serve on the ECWRPCA policy board. Brandt seconded. Benz-Abstain, motion carried.***

*c. HE energy solutions presentation*

*Dunn explained that he met with Matt Hutchinson to review the lights in the village office building, Community Center, and the Wanick Pavilion. He didn't have access to the Public Works portion of the building, so that isn't included in the quote. Replacing the lights with LED would provide a \$4k+ annual savings, with a payback of the initial investment of around 4 years. Salo questioned the "harshness" of the LED light output. Hutchinson explained that the proposed lights are "multi wattage" and "multi color" so the warm/cool tones can be adjusted.*

*When discussing this item, Slotke mentioned there is \$8k budgeted for facilities upgrades in 2024, but the windows on the south side of the building are in need of replacement. Discussion continued regarding Focus on Energy incentives, and how they may change in the new year.*

**Herrmann moved to allocate \$25,000 in 2025 for lighting upgrades. Benz seconded. Motion carried without dissent.**

d. *Yard Waste Hours*

*Slotke explained that after the weekend hours were extended, the yard waste employees don't like having 7 hour shifts on Saturdays, and several employees have quit due to their dislike of the long Saturday shift. Currently the site is staffed 7 hours Saturday and 3 hours Sunday, and the current workers would like the Village Board to consider 5 hours each day.*

*Discussion ensued about alternate options including a key card for residents to unlock the gate and surveillance video. Dunn will reach out to other municipalities to see how they manage their yard waste site.*

**Benz moved to alter the hours for the yard waste site to 9am-2pm on Saturdays and Sundays. Salo seconded. Motion carried without dissent.**

e. *How to address citizen comments during meetings*

*Genisot requested this item for discussion. He mentioned that it is intimidating for a resident to speak to the board, and past practice has been for the board to thank them for their comments, but provide no discussion or input. Genisot wants residents to feel heard. Dunn explained it is standard practice to not discuss the item at the time, but if the Board wants to discuss it further, it can be placed on a future agenda.*

f. *Consider sewer deduct/credit for summer water use that doesn't go to WWTP*

**Benz moved to have Bruce Genskow provide more information on the possible loss of revenue if residents get a credit for pool and/or landscaping sewer costs. Salo would include in the motion to have Nick VandeHey provide an opinion regarding the impact of draining pools may have on the MS4 requirements/stormwater system. Herrmann seconded. Motion carried without dissent.**

g. *CSM 2024-06 Robinhood Drive (Parcel 46468)*

**Moore moved to approve CSM 2024-06. Salo seconded. Motion carried 6-1, Herrmann-Nay.**

h. *Conditional Use Permit for Storage Building at High Cliff Golf Course*

*Jesse Troestler was present to discuss the building. It will be 60 feet by 100 feet, and it will be minimally visible from the road. Troestler had a conversation with High Cliff State Park, and they don't have any issues with the location.*

**Salo moved to approve the conditional use permit for a storage building at high cliff golf course. Benz seconded. Motion carried without dissent.**

13) Matters to be placed on next agenda.

Dunn mentioned he will have a Brownfield Grant update

14) Adjournment.

**Salo moved to adjourn at 7:43 pm. Brandt seconded. Motion carried without dissent.**

*Respectfully submitted for review and approval by Sadie Slotke, Clerk/Treasurer.*