

**Village Board Meeting Minutes**  
Sept. 10, 2018

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

<b><i>Present</i></b>	<b><i>Absent</i></b>
<i>Bob Benz</i>	<i>none</i>
<i>Roger Kaas</i>	
<i>Joyce Laux</i>	<b><i>Others Present</i></b>
<i>Ned Marks</i>	<i>Susan Williams, Clerk-Treasurer</i>
<i>David Miller</i>	<i>Randy Friday, Administrator</i>
<i>Lisa Ott</i>	
<i>Kathy Salo</i>	

- 2) Pledge of Allegiance. – recited.
- 3) Approval of the Agenda. - ***Benz moved to approve the agenda as presented. Salo 2<sup>nd</sup>. Motion carried unanimously.***
- 4) Approval of Minutes: Aug. 27 (Regular Meeting). – ***Salo moved to approve the minutes of the regular meeting of the Village Board of August 27, 2018, as presented. Miller 2<sup>nd</sup>. Kaas moved to amend the minutes on agenda item 6) b) removing the words the additional before \$1,200 and adding up to in its place and agenda item 9) to add the words Commissioners and Committee Members before and upgrade, and the rest as presented. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.
- 6) Report of Village Officers.
- a) Village President
  - b) Fox Cities Area Room Tax Commissioner

*Benz reported the advisory meeting originally scheduled was cancelled due to Appleton issues was then it rescheduled for August which was also cancelled due to lack of quorum and now rescheduled for September 24, 2018.*

- c) Clerk/Treasurer
  - i. *Consent Agenda (Financials; Operator’s License request).*

***Kaas moved to approve the Clerk’s Consent Agenda, including financials, as presented. Miller 2<sup>nd</sup>.***

*Marks questioned multiple checks and Friday and Williams answered all with the exception of the \$ 314.07 check for Dawn Pingel and \$500 check for Kendra Van Camp where Friday stated that the Parks and Recreation Coordinator could more properly answer those points.*

***Miller moved to amend the motion to remove the check to Kendra Van Camp for \$500 for explanation from the Parks and Recreation Coordinator. Marks 2<sup>nd</sup>. The motion as amended carried unanimously.***

- ii. *Election Inspector: Appointment for 2018-19.*
  - Heather Bogard.

***Benz moved to approve the Election Inspector Appointment of Heather Bogard, as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.***

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

*Friday projected pictures of Park Drive after the recent rain event on the Board Room wall and stated the culvert would be installed to resolve the standing water situation.*

*Friday informed the Board that Tuesday September 11, 2018 will be the next project meeting and the construction is winding down.*

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

- 9) Old Business:

- a) *(Yard Waste Site – Facility upgrade) Resolution #2018-14: A Resolution supporting placement of a 1-foot thick clay base (pad) at the Sherwood Yard Waste Site to be installed NLT Oct. 1, 2019.*

***Benz moved to approved Resolution #2018-14: A Resolution supporting placement of a 1-foot thick clay base (pad) at the Sherwood Yard Waste Site to be installed NLT Oct. 1, 2019, as presented. Kaas 2<sup>nd</sup>. Motion carried unanimously.***

- b) *Park Drive Stormwater Improvements – Approve the Levying of Special Assessments against certain benefitting properties (Note: To be determined following final costs provided.). – no update.*
- c) *Village of Sherwood MS-4 Planning Grant (McMahon presentation; Nov. 26). – no update.*

- 10) New Business:

- a) *Contract A-18 – Change Order #2: A Request to decrease the contract price (\$980) based on approved ‘Work Change Directives’ #6 & #7, from \$1,088,140.74 to \$1,087,160.74.*

***Benz moved to approve Contract A-18 – Change Order #2: A Request to decrease the contract price (\$980) based on approved ‘Work Change Directives’ #6 & #7, from \$1,088,140.74 to \$1,087,160.74, as presented. Marks 2<sup>nd</sup>. Motion carried unanimously.***

- b) *Contract A-18 – Pay Request #2: A Request for payment (\$476,018.78; MCC, Inc.) for work completed through Aug. 18.*

***Marks moved to approve Contract A-18 – Pay Request #2: A Request for payment (\$476,018.78; MCC, Inc.) for work completed through Aug. 18, as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- c) *Letter of Authorization – Scheduled roadway improvements (2019) Stumpf, Meehl, et.al.: Consider/Approve field work for final consideration of improvement method (Cedar Corp.).*

***Salo moved to approved Letter of Authorization – Scheduled roadway improvements (2019) Stumpf, Meehl, et.al., as presented. Benz 2<sup>nd</sup>. Motion carried unanimously.***

- d) *Nomination of new PRUT Board Member: Consider nomination of Ashley Baldwin to the Parks, Recreation and Urban Tree Board.*

***Laux nominated Ashley Baldwin to complete the remaining term of Julie Brinkman ending April 2021. Salo moved to approve the nomination. Benz 2<sup>nd</sup>. Motion carried unanimously.***

- e) *Municipal Code – Proposed amendments.*
  - i. Ch. 20; Art. V – Traffic Code.
  - ii. Ch. 40 – Fees & Penalties.

***Kaas moved to schedule the Public Hearing for the Municipal Code amendments as presented. Benz 2<sup>nd</sup>. Marks – nay, motion carried.***

- 11) Complaints & Compliments: None.

*Miller commented the Harrison Fire Department 100 year celebration included an impressive display of equipment.*

- 12) Correspondences:
  - a) *Monthly Activity Report (July; Calumet County Sheriff’s Dept.).*
  - b) *Technical Assistance Program – 2019 (East Central Regional Planning Commission; Sept. 4).*
  - c) *Jail Building Project – Public Viewing of Renderings (Calumet County Board; Sept. 5).*

- 13) Adjournment. - ***Laux moved to adjourn the meeting at 7:25 p.m. Benz 2<sup>nd</sup>. Motion carried unanimously.***

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