

Village Board Meeting Minutes
Dec. 10, 2018

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

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

- 2) Pledge of Allegiance. – recited.
- 3) Approval of the Agenda. – ***Benz moved to approve the Agenda. Miller 2nd. Laux requested Item 12) c) to advance to follow Item 6) and the rest as presented. Benz and Miller agreed to the amendment. The motion carried as amended.***
- 4) Approval of Minutes: Nov. 26 (Regular Meeting). – ***Benz moved to approve the Minutes of the Nov. 26, 2018 Regular Meeting, as presented. Marks 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.
- 6) Public Hearing: Municipal Code Amendment regarding Chaps. 20 & 40 regarding *Traffic Fines & Penalties* regarding winter-time parking restrictions.

After 3 calls, Laux opened the Public Hearing at 6:33 p.m.

Miller moved to close the Public Hearing at 6:33 p.m. Kaas 2nd. Motion carried unanimously.

- 7) Report of the Community Development Authority (Nov. 28)
- a) Shenanigan’s building site.
 - i. *Fuel tank remediation: Bid awarded (Environmental Services, Plus).*
 - ii. *Partial payment for building razing (Statewide Razing; \$18,000).*
 - iii. *\$10,000 escrow: Clerk-Treasurer to contact regarding asbestos remediation expense.*
 - b) 50/50 Matching Grant Program Guidelines – Ongoing review of award criteria.
 - c) *Historic Downtown planning: Cedar Corp. contract awarded (\$6,600).*
 - d) *Closed Session: TID #2 & #3 property redevelopment.*
- 8) Report of Village Officers.
- a) Village President

Laux welcomed the new Clerk-Treasurer Jo Ann Lesser.

b) Fox Cities Area Room Tax Commissioner

c) Clerk/Treasurer

i. Consent Agenda.

Williams requested the Board remove Felix Mireles from the Consent Agenda due to the 'Operator License' applicant not having completed the 90 day State residency requirement.

Benz moved to approve the financial reports portion of the Consent Agenda as presented. Miller 2nd. Motion carried unanimously.

The Clerk reminded the Board the 2nd Board meeting in December is normally cancelled due to the holidays.

Williams distributed the 2018 Tax Information and stated the Village Mil Rate is \$18.76/1,000 for the Kaukauna School District properties, \$21.26 for the Palisades Pond Lake District Residents in the Kaukauna School District and \$25.76 for the Hilbert School District.

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

Friday presented the Optimization Plan of the Water Quality Based Effluent Limits for Total Phosphorus prepared by Cedar Corp and answered Trustee questions. No changes are recommended at this point in time, though annual review & reporting to the DNR is required.

10) Village Administrator: Project Update(s).

Friday welcomed new Clerk-Treasurer Jo Ann Lesser. Friday informed the Board DPW Staff and outside contractors are working on the new requirements at the Yard Waste Site by installing and compacting a foot of clay to comply with DNR directives. Friday stated portions of the limited Zoning Code update may be handled internally due to receiving no responses to the Request for Proposal. Friday reported the recruitment for the Office Administrative Assistant/Office Coordinator is open until noon, 12/14/18, with interviews beginning place the week following.

11) Old Business: None.

12) New Business:

a) *Amendment to Municipal Code Chapt. 20 & 40: Regulating Traffic Fines & Penalties regarding winter-time parking restrictions.*

Benz moved to approve the Amendment to the Municipal Code Chapters 20 Traffic and 40 Fines and Penalties as presented. Salo 2nd. Motion carried unanimously.

b) *Request to allow recorded singing on public property at former bank location (St. John's /Sacred Heart).*

Kaas moved to deny the request to allow singing on public property at former bank location. Marks 2nd. Motion carried unanimously.

c) *Bird City Wisconsin:* Consider annual application and renewal.

Char Barribeau and Deb Cook presented the annual Bird City renewal work and designation and requested the Village to be responsible main contact.

Benz moved to approve the annual renewal application and to authorize Laux to sign, as presented. Miller 2nd. Motion carried unanimously.

Marks suggested and the Board approved directing Friday to determine how Village resources should be used to handle this annual work.

d) *Schedule of Fees:* Annual review and amendment to Village fee schedule.

Williams and Friday presented proposed changes to the 'Fee Schedule' with the exception of keeping the raze structure and eliminated the commercial remodel fee of \$100.

Kaas suggested the change of resident only rentals of Village facilities proposed by the Park Recreation and Urban Tree Board be consistent on the schedule.

Benz moved to approve the Schedule of Fees with the changes discussed and the rest as presented. Miller 2nd. Motion carried unanimously.

13) Complaints & Compliments:

a) Standing water at end of Lower Cliff Road (Kercks; Dec. 5).

Marks questioned the snow shoveling of the trail on Stommel Road and Friday responded residents are keeping it clean and not Village Staff. Friday noted the Village decided decades ago to not plow the multi-modal trail system in Winter, as well as most of the trail is not built to take the heavier equipment needed to plow. With the build-out of Wanick-Choute Park's 35 acres, Staff and contractors have been steadily improving the paths inside and outside of the Park to typical trail standards of 8-10-12 = 8ft. of asphalt surface on top of 10ft. of gravel compacted to 12in. of depth. This trail standard can handle larger equipment if snow-plowing is desired in the future.

14) Correspondences:

a) Calumet County Intergovernmental Meeting – *Minutes* (Calumet County; Dec. 5).

15) *Closed Session:* 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.

Salo moved to go into Closed Session: Per Wis. Stats. §19.85(1)(c) at 7:49 p.m. Laux 2nd. Motion carried unanimously.

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

Kaas moved to return to Open Session at 7:55 p.m. Benz 2nd. Motion carried unanimously.

17) Adjournment. – ***Laux moved to adjourn the meeting at 7:55 p.m. Kaas 2nd. Motion carried unanimously.***

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