

Village Board Meeting Notice and Agenda
Monday, May 11, 2020 – 6:30 pm
Sherwood Village Hall – W482 Clifton Rd., Sherwood, WI.

NOTE: Due to COVID-19 restrictions, residents are not allowed in the Village Hall but may 'join' the meeting at 6:30pm via Webex meeting home page at www.villageofsherwood.org. On the upper right-hand side of your computer screen you will see the link to join the Webex meeting. You may also print or save a copy of the complete meeting packet.

- 1) Call to Order and Roll Call.
- 2) Pledge of Allegiance.
- 3) Approval of the Agenda.
- 4) Approval of Minutes: April 27.
- 5) Registered Citizen Comments on Agenda Items.
- 6) Report of Village Officers.
 - a) Village President.
 - b) Fox Cities Area Room Tax Commissioner.
 - c) Clerk/Treasurer.
 - i. Financial Reports.
- 7) Village Engineer and/or Utility Operator: Updates.
- 8) Village Administrator: Updates.
- 9) Old Business:
 - a) Computer devices for Village Boards: Update.
 - b) Fire Pit regulation: Update.
- 10) New Business:
 - a) *(Re-)Moving Air Force monument plane*: Consider next steps (Condon Road project).
- 11) Complaints & Compliments: None.
- 12) Correspondences:
 - a) 'No Mow May' (Paulette Rosch; April 29).
 - b) *Monarch City USA designation* (Pollenablers Fox Cities; May 1).
 - c) *Margaret Court ditch* (Redlin; May 6).
 - d) *(Re-)Moving Air Force monument plane* (Am. Legion Post 496; May 7).
- 13) *Closed Session*: Clerk-Treasurer Hiring – Update; Consider hiring terms and conditions. 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.
- 14) *Open Session*: The Village Board may act on any item discussed in *Closed Session*.
- 15) Adjournment.

Welcome to the Village Board Meeting! Please observe the following rules of conduct during the meeting:

1. Register to speak on the sign-in sheet on the table in the back of the room as you enter.
2. Speak only to issues on the Agenda.
3. Limit your presentation to three (3) minutes.
4. Do not address Trustees during deliberations unless requested to do so.
5. Any item listed on the Agenda may be acted upon by the Board.
6. A Quorum of any other Board or Commission is incidental to the V. Board meeting and no action shall be taken on their behalf.
7. Requests from persons w/ disabilities needing assistance to participate should be made to the Clerk (989-1589).

Village Board Meeting Minutes April 27, 2020

NOTE: Due to COVID-19 restrictions, residents are **not** allowed in the Village Hall but may 'join' the meeting(s) at 6:30pm via Webex meeting home page at www.villageofsherwood.org. On the upper right-hand side of your computer screen you will see the link to join the Webex meeting. You may also print or save a copy of the complete meeting packet.

- 1) Call to Order and Roll Call – *President Laux called the meeting to order at 6:51 p.m. with roll call:*

| | |
|---------------------------------|--|
| Present | Absent |
| <i>Bob Benz (via virtual)</i> | <i>None</i> |
| <i>Paul Grube</i> | Others Present |
| <i>Roger Kaas (via virtual)</i> | <i>Randy Friday, Administrator</i> |
| <i>Joyce Laux</i> | <i>Kathy Mader, Acting Clerk</i> |
| <i>David Miller</i> | <i>Craig Hamilton, AIT, Virtual Assistance</i> |
| <i>Lisa Ott (via virtual)</i> | |
| <i>Kathy Salo (via virtual)</i> | |

- 2) Pledge of Allegiance – *Recited*
- 3) Approval of the Agenda – ***Miller moved to approve the agenda. Kaas seconded. Motion carried unanimously.***
- 4) Approval of Minutes: March 9 – ***Benz moved to approve the March 9, 2020 minutes. Laux seconded. Motion carried. Miller abstained.***
- 5) Registered Citizen Comments on Agenda Items – *None*
- 6) Park, Rec. and Urban Tree Board Meeting (March 16)
- a) Easter Egg Hunt: *Cancelled, approved by Village Board due to Covid-19.*
 - b) Soccer goal usage: *YMCA desire to use Village goals – Friday explained the current YMCA contact said the YMCA has an agreement with the original SYAA members (organization now dissolved) to use the soccer goals. Brenda Stumpf, Recreation Coordinator, will confer with Tom Doughman, former SYAA member.*
 - c) Daddy-Daughter Dance: *92 attendees (excellent first-time event) – Friday said the event was a great success.
Items reviewed and discussed. No action taken.*
- 7) Report of Village Officers.
- a) Village President – *Laux thanked those who helped the April election go smoothly and welcomed new Village Board member, Paul Grube.*
 - b) Fox Cities Area Room Tax Commissioner – *Benz shared information from 4/15/20 email correspondence regarding the Community First Sports Center. Benz reported they had lost the GM on 3/11/20 and the search is underway for a new GM; discussed options for a comeback plan after the state “opens” from COVID-19 emergency closure; \$132,400 loss expected from COVID-19 related cancellations and \$23,000 practice revenue.*

c) Clerk/Treasurer.

i) Financial Reports - *Benz moved to approve the Financial Reports. Salo seconded. Motion carried unanimously.*

ii) Operator's Licenses.

- Thomas Gehrman – *Salo moved to approve Thomas Gehrman operator's license. Kaas seconded. Motion carried unanimously.*

8) Village Engineer and/or Utility Operator: Updates – *Friday commented that the crews are onsite at the Pond View Estates subdivision.*

9) Village Administrator: Updates – *Friday reported:*

- *Though COVID-19 closure of the Wanick Park was the reason to cancel the Easter Egg Hunt this year, the Recreation Coordinator and her friends had a "successful" drive around the village for the Easter Bunny to wave to all the children. The back window of the village truck did receive a crack during this drive. It has since been repaired.*
- *Reminder – market update w/ appraiser is scheduled/budgeted for 2020*
- *The cost to re-lamp a new light on Meehl will result in zero cost to the village.*
- *Pond View subdivision development has restarted for the season.*
- *Public works has begun work on the Spurline Trail. Some residents have expressed concern.*
- *The yard waste site opens May 2nd.*
- *The MS4 has not been a priority but understands it needs to be completed soon.*
- *N303 Military Road, former Hawkinson property, has received much improvement, the shed is gone along with outside items. The inside work is, also, done except for the basement which is too unsafe to get to items.
Related – Kaas reported the village has been award \$46,000 CDBG grant to demo the house.*
- *The trails are open, all village owned buildings remain closed and the village parks remain closed, as well.*
- *Advanced has cancelled the Large Item collection scheduled for May 12th. The notice has been posted on Facebook and on the website.
Staff was directed to update Facebook post for those residents who might not have seen the original post.*

10) Old Business:

a) Computer devices for Village Boards: Implementation update. – *Kaas stated the ad-hoc committee met twice and decided to order devices only for the Village Board at this time. Hamilton said Covid-19 related needs has slowed the ordering process. He believes two devices have been received and the order process will continue.*

b) Fire Pit regulation: Update – *Salo said there is not update at this time.*

11) New Business:

a) FY2020 Audit: Consider Audit engagement with Clifton/Larsen/Allen, LLP [previously Schenck] (Note: Approved FY19 contract = NTE \$28,500. FY20 contract must also include

WisDOR-mandated 'TID #1–Closure Audit' as additional work) – *Miller moved to approve CLA FY2020 audit to include TID #1 Closure Audit. Hearing no second, Miller rescinded the motion. Consensus was to direct Friday to request cost to conduct TID #1 Closure Audit from CLA in addition to the FY2020 audit.*

12) Complaints & Compliments: *None.*

13) Correspondences:

- a) Request to share soccer goals (Randi Thurs – HOV YMCA; Feb. 10).
 - b) Champion Center 'Thank You' and presentation (Fox Cities CVB; March 4).
 - c) Monthly Activity Report (Calumet County Sheriff's Dept; March).
 - d) Open burning input (Kosiorek; April 9).
 - e) 'Safer At Home Order' (League of Wis. Municipalities; April 16)
- All reviewed.*

14) Closed Session: Clerk-Treasurer Hiring – Update; Consider hiring terms and conditions. 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. – *No closed session.*

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

16) Adjournment – *Benz moved to adjourn at 7:31 p.m. Miller seconded. Motion carried unanimously.*

Respectfully submitted for review and approval by Kathy Mader, Acting Clerk

5/07/2020 1:58 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
STATE BANK OF CHILTON - CHECKING ACCOUNT

Page: 1
ACCT

Dated From: From Account:
Thru: Thru Account:

| Voucher Nbr | Check Date | Payee | Amount |
|--|------------|--|------------------|
| 5/12/2020 BOND TRUST SERVICES CORP REF: 331609 | | | |
| INV 56692, | | | |
| 300-00-58100-610-000 | | DEBT SERVICE - PRINCIPAL CUSIP #824422CT4 | 35,000.00 |
| 300-00-58200-620-000 | | INTEREST EXPENSE CUSIP #824422CT4 | 62,843.75 |
| Total | | | 97,843.75 |

| | | | |
|---|--|---|---------------|
| 5/12/2020 BOND TRUST SERVICES CORPORATION REF: 49004-PA | | | |
| INV 56692 | | | |
| 300-00-58300-000-000 | | DEBT ISSUE COSTS PAYING AGENT FEE FOR 2018 BOND ISSUANCE | 400.00 |
| Total | | | 400.00 |

| | | | |
|-------------------------------------|--|---|---------------|
| 5/12/2020 CARSTENS ACE HARDWARE INC | | | |
| INV 197507, 197579 | | | |
| 600-00-53700-650-700 | | SITE MAINTENANCE RSTP SPRAY, RAGS, MINERAL SPIRITS | 98.49 |
| 600-00-53700-650-700 | | SITE MAINTENANCE BLACK SPRAY PAINT | 4.49 |
| Total | | | 102.98 |

| | | | |
|--|--|--------------------------------|--------------|
| 5/12/2020 KAATS WATER CONDITIONING INC | | | |
| CHARGES 5/1/2020 - 5/31/2020 | | | |
| 610-00-53700-640-200 | | WWTF SUPPLIES COOLER RENTAL | 10.05 |
| 610-00-53700-640-200 | | WWTF SUPPLIES BOTTLED WATER | 20.07 |
| Total | | | 30.12 |

| | | | |
|----------------------|--|---|--------|
| 5/12/2020 LISOWE OIL | | | |
| INV 22499, 22472 | | | |
| 100-00-53201-341-000 | | VEHICLE GAS/PETROLEUM ULS#2 DIESEL 4/17/2020 | 175.54 |
| 100-00-53201-341-000 | | VEHICLE GAS/PETROLEUM STATE DIESEL TAX 4/17/2020 | 37.51 |
| 100-00-53201-341-000 | | VEHICLE GAS/PETROLEUM 87OCT NO LEAD 4/15/2020 | 274.34 |

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Dated From: From Account:
Thru: Thru Account:

| Voucher Nbr | Check Date | Payee | Amount |
|----------------------|------------|-------------------------|---------------|
| 100-00-53201-341-000 | | VEHICLE GAS/PETROLEUM | 84.26 |
| | | STATE GAS TAX 4/15/2020 | |
| Total | | | 571.65 |

5/12/2020 MCMAHON ASSOCIATES, INC [V]
INV 0918130

| | | | |
|----------------------|--|-------------------|---------------|
| 200-00-56300-210-000 | | ENGINEERING | 462.00 |
| | | MS4 ANNUAL REPORT | |
| Total | | | 462.00 |

5/12/2020 R.T. DITTER'S TIRE & REPAIR, LLC
INV 49145

| | | | |
|----------------------|--|--------------------------------|---------------|
| 410-00-57300-820-000 | | PUBLIC WORKS CAPITAL IMPROVE | 68.00 |
| | | (17) TIRES - DISPOSAL FEE | |
| 410-00-57300-820-000 | | PUBLIC WORKS CAPITAL IMPROVE | 35.00 |
| | | (7) TIRES DISMOUNTED FROM RIMS | |
| Total | | | 103.00 |

5/12/2020 REINDERS, INC
INV 2683466

| | | | |
|----------------------|--|------------------------------|---------------|
| 100-00-55200-340-000 | | PARKS: OP SUPPLIES | 497.50 |
| | | HERBICIDE | |
| 100-00-53630-340-000 | | YARDWASTE OPERATING SUPPLIES | 185.20 |
| | | (6) STRAW BLANKET | |
| 100-00-53630-340-000 | | YARDWASTE OPERATING SUPPLIES | 40.18 |
| | | 6" METAL STAPLES | |
| Total | | | 722.88 |

5/12/2020 STAPLES ADVANTAGE
INV 3445218704, 3445267891, 3443485796,

| | | | |
|----------------------|--|--------------------------------|--------|
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS | 125.04 |
| | | SUPPLIES | |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS | 24.42 |
| | | SPEAKERS (CT & REC COORD) | |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS | 1.86 |
| | | SUPPLIES INV 3445088147 | |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS | -1.86 |
| | | SUPPLIES CR INV 3445088146 | |

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| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS SUPPLIES INV 3445143163 | 2.00 |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS SUPPLIES CR INV 3445088145 | -2.00 |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS BAL 3443757625 | 0.40 |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS SUPPLIES 3443485796 | 2.00 |
| 100-00-51420-310-000 | | ADMIN OFFICE SUPPLIES & EXPENS SUPPLIES | 17.21 |
| Total | | | 169.07 |

5/12/2020 TRI CITY GLASS & DOOR
INV I03-0417-59919

| | | | |
|----------------------|--|---|---------------|
| 100-00-55300-340-000 | | REC. PROG/EVENTS: OPER SUPPLIE BACK WINDOW REPLACE - 2015 FORD | 420.39 |
| Total | | | 420.39 |

Grand Total 100,825.84

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Dated From: From Account:
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| | Amount |
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| Total Expenditure from Fund # 100 - GENERAL FUND | 1,883.99 |
| Total Expenditure from Fund # 200 - STORMWATER MANAGEMENT | 462.00 |
| Total Expenditure from Fund # 300 - DEBT SERVICE | 98,243.75 |
| Total Expenditure from Fund # 410 - CAPITAL PROJECT-GO NOTES | 103.00 |
| Total Expenditure from Fund # 600 - WATER FUND | 102.98 |
| Total Expenditure from Fund # 610 - SEWER FUND | 30.12 |
| Total Expenditure from all Funds | 100,825.84 |

THE AMERICAN LEGION

THOMAS E. KEES POST 496
SHERWOOD, WISCONSIN 54169



VETERANS STILL SERVING AMERICA

5/7/2020

Village of Sherwood Board

About three years ago, the Village Administrator contacted Post 496 to let us know the Village was planning to widen the road to the west of the village community center. In accordance with the agreement made when the Legion Park was donated to the Village, it requires Post approval before anything can be done to change the use of the park property. With that in mind, a dialog was opened and discussions started as to what to do with the T33 Memorial Aircraft on display to the west of the building.

The Village agreed to transfer comprehensive insurance coverage on the T33 Memorial Aircraft over to the Village and pick up the liability insurance for the Memorial Day parade. The Post agreed to allow the Village to move the T33 Memorial Aircraft out of the road right of away where it is displayed now at village expense, across the street to the north, to a site west of the village hall or across the street to the west of the Village community center where the Post holds it meetings and activities.

As time went on, the Village Administrator/Board inquired if the Post would consider returning the plane to the Air Force museum at Village expense, in exchange for the Village building a five-service memorial in a location and design approved by the Post. After checking with the Air Force museum, they agreed to take the T33 Memorial Aircraft back and referred us to a company in Texas for a quote to take it apart and transport it back to Tucson, AZ. That quote was for \$40,000, so we checked around for local contractors to take it apart and ship it. The quotes came in at \$5,250 to take it apart and load it on a flat bed and \$6,000 to transport it to Tucson, a total of \$11,250.

"To proceed, the Village Board would need to present a detailed proposal, including cost and a timeline, for the Post and Air Force museum to consider for approval. This would need to address both the T33 Memorial Aircraft and the service memorial pledged by the Village"

This could take considerable time; therefore, we need a decision soon to avoid delaying road construction this fall.

I am available (920-740-6177) to try and answer any questions or attend your meeting on May 11th.

Robert Vande Hey

Post 496 Chaplin/Treasurer/Spokes Person

Randy Friday

From: Kristy Van Hefty
Sent: Wednesday, April 29, 2020 9:28 AM
To: Randy Friday
Subject: FW: No Mow May

Follow Up Flag: FollowUp
Flag Status: Flagged

From: Paulette Rosch <pauladeer@icloud.com>
Sent: Wednesday, April 29, 2020 9:15 AM
To: Kristy Van Hefty <officecoordinator@villageofsherwood.org>
Subject: No Mow May

Good morning,
The city of Appleton has approved this voluntary activity:

<https://docs.google.com/forms/d/e/1FAIpQLSc0uBEHgrm1h70K-lcWVNbDIN7tgszFI5GpsHvgYlr-3cG fg/viewform>

There are some of us in Sherwood who are concerned about pollinators.

Thanks,
Paulette Rosch

Sent from my iPad



RECEIVED

MAY - 6 2020

V. SHERWOOD TREASURER

May 1, 2020

Dear Randy Friday,

Monarch butterflies are an iconic species, easily recognized by their large and vibrant orange wings. Monarchs carry out one of the most incredible cross-continental journeys in the animal kingdom, travelling upwards of 3000 miles from Canada and the northern United States to the fir forests in the mountains of Mexico. Unfortunately, the monarch butterfly migration is declining, and work needs to be done to protect and sustain future populations.

Monarch butterflies make our Fox Cities more enjoyable, scenic, peaceful, and a joyful place to live. The monarchs are pollinators and benefit our flowers and fruits.

Monarchs can increase our property values throughout the Fox Cities. As a community leader you understand the peaceful nature and economic benefits of having monarchs.

Monarch City USA recognition of our area highlights our efforts and commitment to the environment, promoting civic pride and improvement. We need to earn this international recognition by supporting the planting of milkweed and nectar plants within our community limits.

Our community environment will be improved by our joining with other communities in the Monarch City USA program. We will put up our internationally recognized signs as a symbol that we believe in a better environmental future for all.

Thank you for taking the time to read this letter and proclamation. Thank you in advance for helping us join Monarch City USA and begin our journey to a better environment for all of us. I would be happy to help with the proclamation in any way possible.

P.S. We might consider having a Monarch City USA Festival 2021, which would certainly help our citizens celebrate and improve tourism revenues.

Sincerely,

Joe Martin- Pollenablers Fox Cities

Aldersperson District 4 City of Appleton

920-585-5593

Denise Fenton- Pollenablers Fox Cities

Aldersperson District 6 City of Appleton

920-475-1603

100 N. Appleton St. Appleton, Wisconsin 54911 Phone 920-832-6423 pollenablersfoxcities@gmail.com

Tree City USA * Bird City USA * Bee City USA * Monarch City USA



3/1/2020
Monarch Proclamation
June 2020 "Monarch Month"

Whereas, Monarch Butterflies are beloved by people around the world. Their beauty and familiarity help connect both children and adults with the natural world and further engage them in activities to conserve the species and the environment and

Whereas, Monarch Butterflies are great symbol for conservation. Creating habitat for monarchs also creates habitat for other pollinators which we rely on for pollination services and

Whereas, Your habitat planting can be any size or shape. Bigger is better, but monarchs can find and use everything from a small backyard garden to large expanses of grassland for breeding or fueling migration and

Whereas, Pollinator habitat also adds beauty to your landscape, both with colorful flowers and by attracting vibrant butterflies and insects of all types. Conserving pollinators and their habitat has positive cascading effects leading to conservation of other animals including songbirds and mammals. and

Whereas, Monarch Butterflies need milkweed to survive, plant native milkweed to feed monarch caterpillars. No milkweed, no monarchs. ! Nectar plants are essential too. Flowers provide monarchs with the fuel (nectar) they need to reproduce and migrate. and

Therefore now be it resolved, that I

_____ hereby proclaim June 2020 as "Monarch Butterfly Month" in _____, Wisconsin, and encourage all citizens of _____ to plant native plants, native milkweed, and blooming flowers. The Monarch Butterfly springtime migration from Mexico runs from March to May.

100 N. Appleton St. Appleton, Wisconsin 54911 Phone 920-832-6423 pollenablersfoxcities@gmail.com

Tree City USA * Bird City USA * Bee City USA * Monarch City USA

Register for NoMowMay!

* Required

Email address *

Your email



A Bee CityUSA®-Appleton & Pollenablers-Fox Cities Initiative in Appleton WI

Name *

Your answer

Street Address *

Your answer

Zip Code *

Your answer

This is a required question

Next

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_Forms

Randy Friday

From: Gregory Redlin <jo-captred@new.rr.com>
Sent: Wednesday, May 06, 2020 1:07 PM
To: Randy Friday
Subject: W397 Margaret Ct Ditch
Attachments: Letter to Sherwood.rtf

See attached. Concerning W397 Margaret Ct. Ditch, which, by the way, was never top soiled or seeded. Doesn't matter though. The ditch itself is unacceptable. See attached.

Letter To Village Of Sherwood Concerning Ditch At W397 Margaret Ct.

The ditch you left in front of W397 Margaret Ct. when you did the road last year is unacceptable. The only acceptable solution is to return it to the way it was or better. No ditch.

Several years ago, I had the ditch landscaped with a buried drainage system comprised of gravel and drain tile. There was NEVER any water back-up after the improvement. It was perfectly acceptable. The reason I had that done was because I could no longer maintain it as a ditch. I could no longer cut it or trim it because of the ditch incline and because the sump pump water from the homes upstream always kept it wet and slippery. It was a real eye sore, like it is now.

I'm getting old with a lot of arthritis and am no longer able to use a push mower or a weed eater except for very short periods of time. I will not attempt to use a push mower or a weed eater in the current ditch. It is even steeper and much worse than when I first moved in here.

The only acceptable solution is for you to return the landscaping you stole from me and repair it to a flat, buried drainage system again like I had it. I'm guessing it cost me at least \$500.00 dollars to have it landscaped at that time.....Probably more. I didn't keep any receipts. Or I will have it redone and you can pay for it at that time.

Please try to complete this by the end of May. I want the front yard you stole from me back again.

Greg Redlin

W397 Margaret Ct. 920-810-3773

