



VILLAGE OF WAUSAUKEE
VILLAGE BOARD MEETING
MONDAY, SEPTEMBER 19, 2016
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE

6:00 PM

MINUTES

1. Call to Order – President Hilbert Radtke called the meeting to order at 6:01 pm. Trustees in attendance were Joleen Christ, Kyle Stumbris, Mack McKim, Ray Gordon, and Randy Schmidt. Also present were Clerk Sara Pullen, Treasurer Tyann Maye, Streets Supervisor Dennis Whitton, Jr., WWTP Operator Lonnie Bamberg, Joellen Simpson, Marie Maye, Becky Maye, Tammy Schlies, Doug Schlies, Jr., Sharon Kantner, Tom Arthur, Penny Howard, Tom Olsen with Fabick Cat, Jack Willems with Brooks Tractor, Ron Christ, Roger Jicha, and Wendy Anderson with WI DNR. Trustee Bradley Taylor was absent.
2. Pledge of Allegiance
3. Amend or Approve Agenda – Christ made a motion seconded by Gordon to approve the agenda as printed. Motion carried.
4. Audience to Anyone Wishing to Speak
 - a. Joellen Simpson stated that Logan Gruszynski volunteered to organize next year’s Concert in the Park series.
 - b. Tom Arthur presented the 2017 Rescue Squad Contract to the Board. It will be placed on next month’s agenda for approval.
5. Business with Guest
 - a. Discuss – Tammy Schlies, Northeast Tax Accounting, to present the 2015 Wausaukee Rescue Squad financial statements. – Schlies presented the 2015 financials to the Board.
 - b. Discuss – Wendy Anderson, WI Department of Natural Resources, to present the 2016 Sanitary Survey Report. – Anderson reviewed the Sanitary Survey Inspection Report, specifically the listed deficiencies, with the Board. She stated that meters at both wells would need to be repaired or replaced in 2016. The scale at well 3, however, can be budgeted for and replaced by April 1, 2017 as opposed to the December 1, 2016 deadline in the report. She advised the Board to contact Dave Johnson with WI DNR, Madison office, to discuss alternate sites and uses for well 1.
6. Motion to Approve Minutes
 - a. Regular Board meeting – 8/15/16 – Gordon made a motion seconded by Schmidt to approve the minutes as printed. Motion carried.
 - b. Finance Committee meeting – 8/24/16 – Christ made a motion seconded by Stumbris approve the minutes as printed. Motion carried.
 - c. Smart Growth meeting – 8/25/16 – Christ made a motion seconded by Gordon to approve the minutes as printed. Motion carried.
 - d. W/S Committee meeting – 8/31/16 – Gordon made a motion seconded by Christ to approve the minutes as printed. Motion carried.
 - e. Buildings & Grounds meeting – 9/6/16 – Christ made a motion seconded by Schmidt to approve the minutes as printed. Motion carried.
7. Village Street Report – The Board reviewed the Street Report as prepared by Dennis Whitton, Jr., Streets Supervisor.
8. Utility Report – The Board reviewed the Utility Report as prepared by Lonnie Bamberg, WWTP Operator.
9. Motion to Approve Bills – Christ made a motion seconded by Schmidt to approve the bills. Motion carried.
10. Treasurer’s Report – The Board reviewed the Treasurer’s Report as presented by Sara Pullen.

11. Committee Reports

- a. Water & Sewer Committee
 - i. Discuss/Consider – Sewer usage rate increase of 3% effective October 1, 2016. Action, if any. – Christ made a motion seconded by Stumbris to approve a 3% sewer usage rate increase effective October 1, 2016. Motion carried.
- b. Finance Committee
 - i. Discuss/Consider – Quote from Northeast Asphalt for pulverizing/reconstructing Tyler, Harrison, Monroe, and Van Buren from Main Street west to 1st Street. Action, if any. – Stumbris made a motion seconded by Schmidt to approve the quote from Northeast Asphalt to pulverize Faxton and Polk, pulverize and reconstruct Tyler, Harrison, Van Buren, and W. Monroe, and pulverize, remove material, and reconstruct E. Monroe from the highway east across Merrill Street. Motion carried.
- c. Building & Grounds Committee – No report given.
- d. Smart Growth Committee
 - i. Discuss/Consider – Eliminate granite pavers/tree plantings in front of Ranger City Distributors. Action, if any. – Gordon made a motion seconded by Schmidt to eliminate granite pavers and tree plantings in front of Ranger City Distributors. Motion carried.
 - ii. Discuss/Consider – Eliminating additional sidewalk scoring. Action, if any. – Gordon made a motion seconded by Stumbris to eliminate additional sidewalk scoring on the west side of Highway 141. Motion carried.

12. Major Repairs and Purchases

- a. Discuss/Consider – Purchase of 2 contractor side mount tool boxes for the F-250. Action, if any. – Christ made a motion seconded by Schmidt to purchase 2 contractor side mount tool boxes for the F-250. Motion carried.

13. President's Report

- a. President Radtke stated that the Highway Reconstruction Project is on schedule. Curb and gutter will be done on Wednesday, September 21, 2016 and fine grading will begin on Monday.
- b. President Radtke reported that per the last contractor's meeting, the west side of the highway will be paved before the Fall Festival. Permission has been granted for the vendors and patrons to utilize the pavement during the festival in the absence of the west side sidewalk.
- c. President Radtke announced that he received a letter from a woman expressing her opposition to the removal of parking from Main Street. He stated that he will write a response to her in which he will explain the time table of events when the decision to remove parking was made.

14. Old Business

- a. Discuss/Consider – Review 5 year street improvement plan. Action, if any. – Schmidt made a motion seconded by Stumbris to refer the 5-year plan to the Street's Committee. Motion carried. They will meet in the spring of 2017.
- b. Discuss/Consider – Payant Park parking lot development. Action, if any. – Christ made a motion seconded by Schmidt to make no changes to Payant Park. Motion carried.
- c. Discuss/Consider – Set Halloween Trick-or-Treat hours. Action, if any. – Christ made a motion seconded by Gordon to set Trick-or-Treat hours for Monday, October 31, 2016 from 3:30 pm to 6:30 pm. Motion carried.
- d. Discuss/Consider – Purchase of a new front end loader and sale of equipment. Action, if any. – Christ made a motion seconded by Gordon to sell the Kubota tractor for \$16,100.00 to the high bidder from WI Surplus. Motion carried.
Christ made a motion seconded by Schmidt to send the bids for a new front end loader to the Finance Committee for review. Motion carried.

15. New Business

- a. Discuss/Consider – Sidewalk snow removal policy. Action, if any. – No change was made to the current policy. Christ stated that she would like the policy noticed and published.
- b. Discuss/Consider – 2016-05 Charter Ordinance abolishing separate Clerk and Treasurer Offices and creating a consolidated Clerk-Treasurer position. Action, if any. – Christ made a motion seconded by

Gordon to adopt Charter Ordinance 2016-05, abolishing separate Clerk and Treasurer Offices. Motion carried.

- c. Discuss/Consider – 2016-06 Charter Ordinance abolishing separate Deputy Clerk and Deputy Treasurer Offices and creating a consolidated Deputy Clerk-Treasurer position. Action, if any. – Gordon made a motion seconded by Stumbris to adopt Charter Ordinance 2016-06, abolishing separate Deputy Clerk and Deputy Treasurer Offices. Motion carried.
- d. Discuss/Consider – 2016-07 Ordinance regarding residency of sexual offenders. Action, if any. – Christ made a motion seconded by Schmidt to adopt Ordinance 2016-07, regarding residency of sexual offenders with a 1,250 ft. residency restriction. Motion carried.
- e. Discuss/Consider – Review the amended sex offender residency restriction map from Bay Lakes Planning Commission. Action, if any. – Schmidt made a motion seconded by Gordon to approve the sex offender residency restriction map with a 1,250 ft. residency restriction. Motion carried.
- f. Discuss/Consider – Review proposal from Robert E Lee & Associates to update the existing water distribution system map. Action, if any. – Christ made a motion seconded by Stumbris to approve the proposal from Robert E. Lee to update the existing water distribution map for a cost not to exceed \$650. Motion carried.
- g. Discuss/Consider – Adjustments to the employee PTO policy. Action, if any. – Gordon made a motion seconded by Christ to change the employee PTO policy to accrue as of January 1st of each year for eligible employees. Motion carried. Christ stated that an employee's PTO time in their first year of eligibility will be prorated based on the date of hire within a calendar year. She also said that auditor Joel Rennie should be updated on our current PTO policy; the 2015 audit states that employees accrue PTO as opposed to being paid out after 12 months. Pullen will notify Rennie of the changes and update the employee handbook.
- h. Discuss/Consider – Approve mandatory grant administration training in Rothschild, WI, October 4-5, 2016, for Clerk Sara Pullen and Trustee Joleen Christ. Action, if any. – Schmidt made a motion seconded by Stumbris to approve the mandatory grant administration training for Pullen and Christ in Rothschild, WI, October 4-5, 2016. Motion carried.
- i. Discuss/Consider – Approve R&R Assessing maintenance contract for 2017 – 2018. Action, if any. – Christ made a motion seconded by Gordon to approve the R&R Assessing maintenance contract for 2017-2018. Motion carried.
- j. Discuss/Consider – 2015 collectible 2016 tax refund in the amount of \$883.17 for 310 Elizabeth Street; owner Linda Willan. Action, if any. – Christ made a motion seconded by Gordon to approve the tax refund for Linda Willan, 310 Elizabeth Street, in the amount of \$883.17. Motion carried.
- k. Discuss/Consider – Select color of the precast material for the gateway monument signs. Action, if any. – Schmidt made a motion seconded by Gordon to go with light gray for the precast material. Motion carried.
- l. Discuss/Consider – Water System Operations Basics training, October 24–27, 2016, for Lonnie Bamberg. Action, if any. – Christ made a motion seconded by Stumbris to approve the Water System Operations Basics training for Lonnie Bamberg. Motion carried.
- m. Discuss/Consider – Municipal Waterworks Operator Certification review and exam, November 1-2, 2016, for Lonnie Bamberg. Action, if any. – Gordon made a motion seconded by Schmidt to approve the Municipal Waterworks Operator Certification review training and exam for Lonnie Bamberg, November 1-2, 2016. Motion carried.
- n. Discuss/Consider – Approval of the WPS lighting contract for additional lighting extension to Butternut Avenue. Action, if any. – Stumbris made a motion seconded by Gordon to approve the WPS contract for additional lighting for \$15, 428.99. Motion carried.
- o. Discuss/Consider – Village Board attendance policy. Action, if any. – Tabled.
- p. Discuss/Consider – Termination of the general consulting service agreement with Robert W. Baird & Co. Action, if any. – McKim made a motion seconded by Gordon to terminate the general consulting agreement with Robert W. Baird & Co. Motion carried.

16. Additional Business

- a. Schedule a Finance Committee meeting – A Finance Committee meeting was set for Tuesday, October 11, 2016 at 5 pm.

- b. Schedule a Water & Sewer Committee meeting – A Water & Sewer Committee meeting was set for Thursday, October 13, 2016 at 6 pm.
 - c. Discuss/Consider – Convene into closed session per State Statute 19.85(1) (c) to consider employee performance evaluation data. Action, if any. Roll call. – Christ made a motion seconded by Gordon to convene to closed session. A roll call vote was performed. Joleen Christ, yes; Kyle Stumbris, yes; Mack McKim, yes; Hilbert Radtke, yes; Ray Gordon, yes; Randy Schmidt, yes. Motion carried.
 - d. Discuss/Consider – Reconvene in open session per State Statute 19.85(1) (c) to consider employee performance evaluation data. Action, if any. – As a result of closed session, Christ made a motion seconded by Gordon to terminate Toshia J. Ranallo as of September 30, 2016; 40 hours of PTO pay and 8 hours of holiday will be paid to her at a rate of \$16.25 per hour. Motion carried. Stumbris opposed.
17. Adjourn – Christ made a motion seconded by Gordon to adjourn the meeting at 9:27 pm. Motion carried.

Submitted by SP