



**VILLAGE OF WAUSAUKEE**  
**VILLAGE BOARD MEETING**  
**WEDNESDAY, OCTOBER 18, 2017**  
**WAUSAUKEE VILLAGE HALL**  
**428 HARRISON AVENUE**

**6:00 PM**

**MINUTES**

1. Call to Order – President Hilbert Radtke called the meeting to order at 6:00 pm. Trustees in attendance were Joleen Christ, Kyle Stumbris, Mack McKim, Ray Gordon, and Randy Stumbris. Trustee Pat Tracy arrived at 6:35 pm. Also present were Clerk/Treasurer Sara Pullen, Public Works Supervisor Dennis Whitton, WWTP Operator Lonnie Bamberg, WWTP Assistance Tylor Stumbris, Fire Chief Eric Edlebeck, Judy Engelmann with the Wausaukee Business Association, Nicole Zaidel with Focus on Energy, Zach Rastall with the Peshtigo Times, Ruth Jicha, and Sharon Kantner. Village employee Jane Huempfner arrived at 6:30 pm and employee Randy Stumbris arrived at 7:50 pm.
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 Anyone Wishing to Speak – Nicole Zaidel with Focus on Energy said that she did a high-level walk through of the WWTP in August and noted several areas where the Village could save money on energy costs. One area that she concentrated on were the two 20 horse motors in the oxidation ditch. She stated that placing variable frequency drives on the orbital discs would yield an annual energy savings of \$10,000 to \$12,000. The project cost would be approximately \$14,600, but Focus on Energy would pay incentives totaling \$1,920 bringing the overall project cost down to \$12,680. Zaidel said that repayment would occur in approximately 1.04 years. She stated that these prices and incentives are good through December 31, 2017.  
Sharon Kantner asked if there were any updates on the drainage issue behind Northwoods Traditions. Whitton stated that he spoke with Paul from MJB; Paul said they are still planning on doing the work this year.
5. Business with Guest
  - a. Discuss/Consider – Wausaukee Business Association requesting the purchase and installation of brackets for banners on the light poles. Action, if any. – Judy Engelmann, Wausaukee Business Association representative, stated that she would like a commitment from the Village that they will purchase and install brackets for banners before she sends donation request letters to business owners for the purchase of banners. Stumbris made a motion seconded by Gordon to commit to the purchase and installation of brackets if the WBA is able to obtain the funds to purchase banners. Motion carried.
6. Motion to Approve Minutes
  - a. Regular Board meeting – 9/18/17 – Christ made a motion seconded by Stumbris to approve the minutes as printed. Motion carried.
  - b. Personnel Committee meeting – 9/27/17 – Christ made a motion seconded by Schmidt to approve the minutes as printed. Motion carried.
  - c. Finance Committee meeting – 10/11/17 – Gordon made a motion seconded by McKim to approve the minutes as printed. Motion carried.
  - d. Streets Committee meeting – 10/4/17 – Christ made a motion seconded by Gordon to approve the minutes as printed. Motion carried.
  - e. W/S Committee meeting – 10/4/17 – Stumbris 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 presented by Dennis Whitton, Jr.
8. Utility Report – The Board reviewed the Utility Report as presented by Lonnie Bamberg.

## 9. Committee Reports

### a. Finance Committee

- i. Discuss/Consider – Amend Resolution 2009-9 Mileage Reimbursement to equal the federal mileage rate for 2018, effective 1/1/2018. Action, if any. – Christ made a motion seconded by Tracy to amend Resolution 2009-9 Mileage Reimbursement to equal the federal mileage rate for 2018, effective 1/1/2018. Motion carried.
- ii. Discuss/Consider – Quotes for electrical upgrades to the municipal building for the installation of a generator. Action, if any. – Christ made a motion seconded by Tracy to approve Graese Electric’s quote of \$9,700 for electrical upgrades to the municipal building for the installation of a generator. Motion carried.

### b. Streets Committee

- i. Discuss/Consider – Amend the 5-year Street Reconstruction plan. Action, if any. – Tracy made a motion seconded by Gordon to approve the 5-year Street Reconstruction plan as presented in the Street Committee minutes from 10/4/17. Motion carried.
- ii. Discussion – 5-year Street Maintenance plan. – The Board discussed the maintenance plan as presented in the Street Committee minutes from 10/4/17.
- iii. Discuss/Consider – 2018 - 2019 Local Road Improvement Program application. Action, if any. – MSIPLT money is not available to the Village until the next cycle. The Village will apply with County C next year.

### c. W/S Committee

- i. Discuss/Consider – 2017 budget amendment to transfer \$3,200 from Capital Purchases: Curb Stops to Capital Purchases: Meters. Action, if any. – Christ made a motion seconded by McKim to transfer \$3,200 from Capital Purchases: Curb Stops to Capital Purchases: Meters in 2017. Motion carried.
- ii. Discuss/Consider – Sewer usage rate increase of 1% effective January 1, 2018. Action, if any. – Gordon made a motion seconded by Stumbris to increase the sewer usage rate by 1% effective January 1, 2018. Motion carried.
- iii. Presentation of the 2018 proposed Water & Sewer Utility budget. – Tabled.

### d. Wausaukee Planning Commission

- i. Discuss/Consider – Public right-of-way easement for Merrill Street extension. Action, if any. – Christ made a motion seconded by Gordon to approve the public right-of-way easement agreement for the extension of Merrill Street. Motion carried.

10. Motion to Approve Bills – Gordon made a motion seconded by Tracy to approve the bills. Motion carried.

11. Treasurer’s Report – The Board reviewed the Treasurer’s Report as presented by Sara Pullen.

12. Building Permits – Pullen reported that 1 permit had been issued this month to Vicki Gocht, 817 Division Street. Pullen informed the Board that Greg Baas will be resigning as the Zoning Administrator and Building Inspector for the Village of Wausaukee as of December 1<sup>st</sup>. The Board instructed Pullen to advertise for a new inspector.

## 13. President’s Report

- a. Leaves and brush pick up scheduled for the week of October 23 - 27, 2017.
- b. Budget hearing scheduled for Tuesday, November 21, 2017 at 5:30 pm.
- c. Winter parking bans – President Radtke reminded all residents that there is no parking on Village streets between the hours of 2 am and 6 am effective November 15<sup>th</sup> through April 1<sup>st</sup> to allow for snow plowing per Village Ordinance 10-1-28 (a) (1).
- d. Snow removal policy – President Radtke stated that trucks are not allowed on Village sidewalks for any reason, including snow removal. He also reminded residents whose property abuts a sidewalk that it is their responsibility to remove the snow within 24 hours of the cessation of snowfall.

Radtke thanked all those involved with the Fall Festival for their efforts in orchestrating a successful event. He continued by thanking several Village employees for their efforts as well.

Radtke addressed Judy Engelmann and stated that he’d like to see the Wausaukee Business Association organize a Village wide rummage sale in the future.

Radtke informed the Board that mock audits will be conducted in both the water and sewer departments in the near future. Jeff Mayou will perform the sewer audit, and Eric VanLaanen will perform the water audit.

#### 14. Old Business

- a. Discuss/Consider – Quote for Evergreen Park and Campground sign with reflective lettering. Action, if any. – Tracy made a motion seconded by Gordon to approve a quote from Haystack Apparel for a new 8x8 Evergreen Park sign with reflective letters for the name, arrow, and phone number in the amount of \$1,040. Motion carried.

#### 15. New Business

- a. Discuss/Consider – Approve 2018 Wausaukee Fire District budget. Action, if any. – Christ made a motion seconded by Tracy to approve the 2018 Wausaukee Fire District budget for \$28,347.50. Motion carried.
- b. Discuss – Review the Wausaukee Fire District quarterly report. – The Board reviewed the quarterly report provided by secretary Pam Heritsch.
- c. Discuss/Consider – Approve 2018 Wausaukee Rescue Squad budget. Action, if any. – Christ made a motion seconded by Schmidt to approve the 2018 Wausaukee Rescue Squad budget for \$13,590.24. Motion carried.
- d. Discuss/Consider – Approve addendum to the warehouse lease. Action, if any. – Christ made a motion seconded by Tracy to approve the addendum to the warehouse lease as printed. Motion carried.
- e. Discuss/Consider – Approve the landlord consent agreement per Carfair Composites, Inc. Action, if any. – Christ made a motion seconded by Tracy to approve the landlord consent agreement. Motion carried.
- f. Discuss/Consider – Joint Municipal Court Committee recommendation to set the Judge’s salary at \$300 per month to begin May 1, 2018. Action, if any. – Tracy made a motion seconded by Gordon to accept the recommendation of the Joint Municipal Court Committee to set the Judge’s salary at \$300 per month, to be split equally amongst the members, beginning May 1, 2018. Motion carried.

#### 16. Additional Business

- a. Discuss/Consider – Convene in closed session per State Statute 19.85(1) (c) to consider the following:
  - i. Personnel Committee’s employee evaluation recommendations.  
Roll call vote. Action, if any. – Christ made a motion seconded by Gordon to convene in closed session per State Statute 19.85(1) (c) to consider the Personnel Committee’s employee evaluation recommendations. A roll call vote was performed. Joleen Christ, yes; Kyle Stumbris, yes; Mack McKim, yes; Ray Gordon, yes; Randy Schmidt, yes; Pat Tracy, yes; and Hilbert Radtke, yes. Motion carried.
- b. Reconvene in open session per State Statute 19.85(1) (c) to consider the following:
  - i. Discuss/Consider – Personnel Committee’s employee evaluation recommendations. Action if any. – As a result of closed session, Christ made a motion seconded by Gordon to give employee raises, effective 1/1/18, as follows:
    1. Randy Stumbris \$1.25/hr.
    2. Jane Huempfner \$1.25/hr.
    3. Tylor Stumbris \$1.25/hr.
    4. Lonnie Bamberg \$3.00/hr.
    5. Dennis Whitton \$3.00/hr.
    6. Sara Pullen \$3.00/hr.

Motion carried.

17. Adjourn – Christ made a motion seconded by Tracy to adjourn the meeting at 9:50 pm. Motion carried.