



**VILLAGE OF WAUSAUKEE
VILLAGE BOARD MEETING
WEDNESDAY, DECEMBER 20th, 2017
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

6:00 PM

MINUTES

1. Call to Order – President Hilbert Radtke called the meeting to order at 6:03 pm. Trustees in attendance were Joleen Christ, Kyle Stumbris, Mack McKim, Ray Gordon, and Randy Schmidt. Also present were Clerk/Treasurer Sara Pullen, Streets Supervisor Dennis Whitton, Jr., Karen DeLaet and Derrick Armstrong with Carfair Composites, Jane Meissner with Nature’s Edge Inspection Agency, Auditor Joel Rennie with Johnson and Rennie, LLC, Joellen Simpson and Ruth Jicha. WWTP Operator Jeff Mayou arrived at 6:59 pm and WWTP Assistant Tylor Stumbris arrived at 7:01 pm. Trustee Pat Tracy was excused.
2. Pledge of Allegiance
3. Amend or Approve Agenda – Gordon made a motion seconded by Schmidt to approve the agenda as printed. Motion carried.
4. Audience Anyone Wishing to Speak – Ruth Jicha commented that the Christmas decorations in the Village look very nice. Joellen Simpson concurred.
The Board instructed Pullen to send a thank you letter to North Countree Christmas Trees thanking them for their generous donations.
5. Business with Guest
 - a. Discuss/Consider – Approval of Nature’s Edge Inspection Agency contract for building inspection services. Action, if any. – Christ made a motion seconded by McKim to approve the Nature’s Edge Inspection Agency contract for building inspection services for one year beginning January 1, 2018. Motion carried.
 - b. Discussion – Derek Armstrong, Human Resources Director with Carfair Composites, Inc., to introduce himself and the company to the Board, and discuss community involvement. – Mr. Armstrong addressed the Board and members of the audience and extended his sincere gratitude for welcoming him and his team into the community. He stated that Carfair believes strongly in partnering with the communities in which they operate, and they understand how important an industry like this can be for a small community like Wausaukee. They will work hard to ensure that Carfair is a great place to work. He assured those in attendance that he and his staff are always willing to listen and they believe in an open-door policy.
 - c. Discussion – 2016 audit presentation with Joel Rennie. – Joel Rennie presented the 2016 audit to the Board and facilitated questions. Rennie offered an unmodified opinion of the 2016 financial statements.
6. Motion to Approve Minutes
 - a. Regular Board meeting – 11/15/17 – Christ made a motion seconded by Gordon to approve the minutes as printed. Motion carried.
 - b. Special Board meeting – 11/16/17 – Christ made a motion seconded Gordon to approve the minutes as printed. Motion carried.
 - c. Budget Hearing – 11/21/17 – Gordon made a motion seconded by McKim to approve the minutes as printed.
7. Village Street Report – The Board reviewed the street report as presented by Dennis Whitton, Jr.
 - a. Consolidated Safety Program audit update – Whitton stated that Vince Matarrese with Advanced Safety Technology, Inc. performed a safety audit of the municipal building, WWTP, and equipment. He observed several deficiencies and provided instruction on how to correct them. Updated safety manuals will be provided to the Village at the end of the month.

8. Utility Report – No report presented.
 - a. Discuss/Consider – Review Annual Preventative Sanitary Sewer checklist. Action, if any. – Tabled.
 - b. Discuss/Consider – Review Annual WWTP Preventative Maintenance report. Action, if any. – Tabled.
9. Motion to Approve Bills – Gordon made a motion seconded by Schmidt to approve the bills as printed. Motion carried.
10. Treasurer’s Report – The Board reviewed the Treasurer’s report as presented by Sara Pullen.
11. President’s Report
 - a. Update on pending investigation of WPDES permit violations – Radtke stated that there hasn’t been any new information since the initial investigation.
 - b. Christmas light competition winners – Residential winners were Diane Degrand, Gerry and MaryEllen Edlebeck, and George and Marge Smith. The commercial winner was Newingham’s Supper Club.
 - c. Deadline to file nomination papers with the Clerk is January 2, 2018 – Radtke encouraged residents to get involved in local government.
 - d. Radtke thanked those Board members, citizens, employees and former employees who donated their time and effort at the WWTP. He reminded residents that the problems were sewer related, not water. He stated that the drinking water is perfectly safe.
 - e. Radtke thanked Carfair Composites for being a part of our community, and for allowing several elected officials and residents to tour the plant.
 - f. Radtke stated that next year, he would like to see a lottery drawing for any resident who puts up holiday lights of any kind – even one strand. Participants would have their names entered into a drawing for a cash voucher. The Board asked to have it on the agenda for next year.
 - g. Radtke stated that there is interest by locals to purchase some of the Village’s old holiday lights.
 - h. Radtke reiterated that clearing sidewalks is the responsibility of the abutting property owner, not the Village. The Village will clean them up only after all streets are clear and only on regular time. If someone gets hurt on a sidewalk outside your property, you are liable.
12. New Business
 - a. Discuss/Consider – Quotes for electrical upgrades to the WWTP (VFD’s). Action, if any. – Tabled.
 - b. Discuss/Consider – Quotes for new push button locks for Fire Department. Action, if any. – Christ made a motion seconded by Gordon to purchase one new push button lock for the Fire Department. Motion carried.
 - c. Discuss/Consider – Amend the Village fee schedule. Action, if any. – The Board reviewed the proposed 2018 fee schedule which included Jane Meissner’s inspection fees. They agreed to eliminate ‘Accessory Buildings’ under Building and Zoning. With that change, Christ made a motion seconded by Gordon to approve the proposed 2018 fee schedule. Motion carried.
 - c. Discuss/Consider – Resolution 2017-06 appointing Election Officials to a 2-year term beginning January 1, 2018 and ending December 31, 2019. Action, if any. – Gordon made a motion seconded by Schmidt to approve Resolution 2017-06 appointing Election Officials to a 2-year term beginning January 1, 2018 and ending December 31, 2019. Motion carried.
 - d. Discuss/Consider – Remove Deputy Clerk/Treasurer, Laura Olson, as a signatory on all accounts at Great North Bank and Stephenson National Bank & Trust. Action, if any. – Gordon made a motion seconded by Christ to remove Deputy Clerk/Treasurer, Laura Olson, as a signatory on all accounts at Great North Bank and Stephenson National Bank & Trust. Motion carried.
13. Additional Business
 - a. Discuss/Consider – Convene to closed session per State Statute 19.85(1) (c) & (e) to consider the following:
 - i. Hire a Water/Sewer Treatment Plant Operator.
 - ii. Hire a Deputy Clerk/Treasurer.
 - iii. Land acquisition.Roll call. Action, if any. – Christ made a motion seconded by Gordon to convene to closed session per State Statute 19.85(1) (c) & (e) to consider hiring a Water/Sewer Treatment Plant Operator, hiring

a Deputy Clerk/Treasurer, and land acquisition. A roll call vote was performed. Joleen Christ, yes; Kyle Stumbris, yes; Mack McKim, yes; Hilbert Radtke, yes; Ray Gordon, yes; and Randy Schmidt, yes. Motion carried.

- b. Reconvene in open session per State Statute 19.85(1) (c) & (e) to consider the following:
 - i. Discuss/Consider – Hire a Water/Sewer Treatment Plant Operator. Action, if any. – Gordon made a motion seconded by Schmidt to name Tyler Stumbris as the WWTP Operator, under OIC Jeff Mayou, at 40 hours per week beginning January 1, 2018. Motion carried. Trustee Kyle Stumbris abstained.
 - ii. Discuss/Consider – Hire a Deputy Clerk/ Treasurer. Action, if any. – Christ made a motion seconded by McKim to continue to advertise for a Deputy Clerk/Treasurer for one month after the first of the year. Motion carried.
 - iii. Discuss/Consider – Land acquisition. Action, if any. – No action taken.

14. Adjourn – Christ made a motion seconded by McKim to adjourn the meeting at 8:48 pm. Motion carried.

Submitted by SP