



VILLAGE OF WAUSAUKE
VILLAGE BOARD MEETING
MONDAY, AUGUST 20, 2018
WAUSAUKE VILLAGE HALL
428 HARRISON AVENUE

6:00 PM

MINUTES

1. Call to Order – President Radtke called the meeting to order at 6:00 pm. Trustees in attendance were Joleen Christ, Kyle Stumbris, Mack McKim, Ray Gordon, Randy Schmidt and Pat Tracy. Also present were Clerk/Treasurer Sara Pullen, Deputy Clerk/Treasurer Barb Pociask, Public Works Supervisor Dennis Whitton, Jr., WWTP OIC Jeff Mayou, WWTP OIT Tylor Stumbris, Jim Frymark with Cedar Corporation, Wausauke Business Association President Kim Marsolek, Wausauke Plan Commission President Ruth Jicha, Sharon Kantner with the Wausauke Community Association, Joellen Simpson, Pat Brien, Karen Kortbein, Harry Meetz, Lynelle Caine, June Caine, and Dan Rosenthal with Holtger Bros. Inc.
2. Pledge of Allegiance
3. Amend or Approve Agenda – Gordon made a motion seconded by Schmidt to approve the agenda with the following change:
 - a. Move item 13(j) in front of item 5(a).Motion carried.
4. Audience Anyone Wishing to Speak – Ruth Jicha commented on the overgrowth of weeds in the terraces along Main Street. She stated that the company responsible needs to get rid of them or the Village will have problems with weeds year after year. She suggested the Village ask for an extension on the contract until the problem is properly addressed.

Jicha stated that the vegetation on the corner of Main Street and Harrison Avenue is so tall that motorists on Harrison cannot see traffic traveling in the north bound lane of the highway. She asked the Board to consider planting something shorter on that corner for safety reasons.

Trustee Schmidt informed the Board that trees are being vandalized along Main Street. He said that it appears as though the trees are being cut with a knife and snapped in half.

Joellen Simpson asked the Board if they had considered arming the office staff with pepper spray or a panic button stating, “Anyone can walk through that door.” President Radtke concurred that it was a good idea and asked Clerk Pullen to place the item on the September agenda for discussion.
5. Business with Guest
 - 13(j). Discuss/Consider – Approve the CDBG Administration Services agreement from Cedar Corporation. Action, if any. – Christ made a motion seconded by Gordon to approve the CDBG Administration Services agreement from Cedar Corporation for \$24,500 effective August 20, 2018. Motion carried.
 - a. Discuss/Consider – American Legion to discuss repairs to old library building. Action, if any. – Harry Meetz stated the Legion would like permission to repair and use the old library building on Cedar Street. The Board stated that an agreement would need to be drawn up covering terms and conditions. Meetz asked to be called when the agreement was ready for review.
 - b. Discuss/Consider – Teri Edlebeck to address the Board regarding the smoking ban law. Action, if any. – Not present.
 - c. Discuss/Consider – WBA would like permission to decorate sites at Christmas in Evergreen Park. Action, if any. – Kim Marsolek informed the Board that the WBA would like to start a Christmas in the Park decorating event through the month of December in Evergreen Campground. Participants would rent a site for \$20 to decorate; half of the fee would go the Village to cover electrical expenses, and the other half to the local food pantry. Marsolek stated that she would require participants to have their lights on timers to save on the electrical expense. Visitors could drive through the campground throughout the month of December to view the lights/decorations. Marsolek stated that

the campground would have to be plowed during that time. Gordon made a motion seconded by Tracy to grant permission to the WBA to hold a Christmas in the Park event through the month of December in Evergreen Campground. Motion carried.

- d. Discuss/Consider – Holtger Bros. to discuss possible negotiation of bill for damage to culverts in alley (originally invoiced to Centurylink). Action, if any. – Dan Rosenthal addressed the Board regarding a bill for repairing a storm sewer by Family Dollar. Holtger Bros. was contracted by Centurylink to do directional boring to install cable in the alley. Rosenthal stated that too much time has passed to determine who is at fault indicating that the locate could have been incorrect. He asked the Board to consider splitting the bill in half. Radtke stated that the bill only reflects charges incurred for repairing the storm sewer; expenses for curb and gutter replacement have not yet been charged. He proposed a deal that the Board reduce the bill to \$1,500 if Holtger Bros. will replace the curb and gutter at their cost. Rosenthal agreed. Gordon made a motion seconded by Stumbris to reduce invoice number 253 from \$1,857.60 to \$1,500 and require Holtger Bros. to repair the curb and gutter at their cost within 35 days from today. Motion carried. Rosenthal stated that Holtger Bros. will require a signed release from the Village when the work is complete.

6. Motion to Approve Minutes

- a. Regular Board meeting – 7/16/18 – Tracy made a motion seconded by Schmidt to approve the minutes as printed. Motion carried.
- b. Buildings, Parks, & Grounds Committee – 7/25/18 – Christ requested that the following statement be added to the minutes:

“The amount of \$675 will be the only guaranteed money that we will get from the County for rent.”

Gordon made a motion seconded by Christ to approve the minutes with the amendment. Gordon, Christ and Schmidt were in favor. McKim, Stumbris, Radtke and Tracy opposed. Motion failed.

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 Jeff Mayou.

- a. Discuss/Consider – Annual CMOM review and approval of updates. Action, if any. – Christ made a motion seconded by McKim to approve the updates to the CMOM as prepared by Mayou. Motion carried.

9. Motion to Approve Bills – Tracy made a motion seconded by Schmidt to approve the bills as printed. Motion carried. Christ opposed.

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

11. Committee Reports

- a. Buildings, Parks, & Grounds Committee – McKim informed the Board that the Committee met with SNBT President Dan Peterson and several members of the Friends of the Library on 7/25/18 to discuss future plans for the current SNBT building. One idea that was discussed at length was to relocate the Village offices and the library to the first floor of the building and have a community center in the basement. Pullen met with Peterson along with a credit analyst from SNBT to create a preliminary cost report. The issue was referred to the Wausaukee Plan Commission for continued consideration.

b. Streets Committee

- i. Discuss/Consider – Recommendation to amend the 5-year Street Improvement Plan as follows:

1. 2023 – Reconstruct North Cedar Street from Hwy 180 to Butternut including culvert replacement
2. 2024 – Reconstruct Jackson Street

Action, if any. – Schmidt made a motion seconded by Gordon to amend the 5-year Street Improvement Plan to include the reconstruction of North Cedar Street from Hwy 180 to Butternut with culvert replacement in 2023, and the reconstruction of Jackson Street in 2024. Motion carried.

- ii. Discuss/Consider – Recommendation to seal coat the alley behind the Post Office and Van Buren from Hwy 141 east to Village limits in 2019. Action, if any. – Tracy made a motion seconded by McKim to seal coat the alley behind the Post Office, as well as, Van Buren Avenue from Hwy 141 east to Village limits in 2019. Motion carried.
- c. Wausaukee Plan Commission
 - i. Discuss/Consider – Recommendation to have the following seven properties examined by the Building Inspector for possible condemnation;
 - 1. 619 Van Buren – garage
 - 2. 316 Elizabeth – shed
 - 3. 302 Elizabeth – garage
 - 4. 1020 Poplar – out building
 - 5. 412 Harrison – trailer
 - 6. 1026 Cty C – garage
 - 7. 930 Polk – out building

Action, if any. – Jicha informed the Board that the garage in question at 302 Elizabeth is currently being repaired and suggested it be removed from the list. With that change, Christ made a motion seconded by Gordon to have the remaining six properties inspected by Building Inspector Jane Meissner for possible condemnation orders. Motion carried.
 - ii. Discuss/Consider – Recommendation to pursue a planning grant for the redesign of the SNBT building into Village offices, library and community center. Action, if any. – Gordon made a motion seconded by Christ to have Pullen pursue a planning grant for the redesign of the SNBT building and bring the information back to the Board for consideration at the September meeting. Motion carried.

12. President's Report

- a. CDBG grant award – Radtke informed the Board that the Village was awarded a \$500,000 Public Facilities grant from the Department of Administration for the construction of a new well.
- b. USDA grant award – Radtke stated that there hasn't been any official word on whether the Village will receive the USDA grant for \$50,000 as of yet.
- c. Radtke reminded residents that the wastewater treatment plant continues to have issues with grease. He asked residents and businesses to please refrain from putting grease down their drains.
- d. Radtke complimented property owners for keeping their yards well maintained.
- e. Radtke asked residents to keep their eyes open for suspicious activity in town. He stated that anyone with information regarding the vandalism of the trees along Main Street should contact the Clerk's office.
- f. The WIDOT has given permission for property owners whose land abuts a sidewalk to cut the grass in the terraces on Main Street. Radtke stated that just like snow removal, grass cutting is the responsibility of the abutting property owner – this includes the terraces on Main Street. Property owners without sidewalks must cut the grass to the road.

13. New Business

- a. Discuss/Consider – Review the 2nd quarter Wausaukee Fire District report. Action, if any. – The Board reviewed the 2nd quarter Wausaukee Fire District report.
- b. Discuss/Consider – Renewal of Replacement Fund CD at SNBT for a twelve-month term. Action, if any. – McKim made a motion seconded by Gordon to renew the Replacement Fund CD at SNBT for 18 months at 2.5% interest. Motion carried.
- c. Discuss/Consider – Set Halloween Trick-or-Treat hours. Action, if any. – Christ made a motion seconded by Tracy to schedule Halloween Trick-or-Treat hours for Wednesday, October 31st from 3:30 pm to 6:30 pm. If the school's Halloween celebration will not fall on this date, the issue will be reconsidered. Motion carried.
- d. Discuss/Consider – Quote for new ceiling fans in Fire Department. Action, if any. – Christ made a motion seconded by Tracy to approve a quote from Inlet Electric for \$842.00 for the purchase and installation of 3 new ceiling fans in the Fire Department. Motion carried.
- e. Discuss/Consider – Quote for installing a service gate at the fairgrounds. Action, if any. – Tracy made a motion seconded by Gordon to approve a quote for \$960 from Fendryk Brothers Construction

for the purchase and installation of a used 10' service gate between the fairgrounds and the walking trail. Motion carried. Christ opposed.

- f. Discuss/Consider – Ordinance 2018-15: An ordinance regarding public deposits exceeding insurance. Action, if any. – Schmidt made a motion seconded by McKim to adopt ordinance 2018-15. Motion carried.
- g. Discuss/Consider – Ordinance 2018-16: An ordinance regarding public contacts, competitive bidding and donated improvements. Action, if any. – Gordon made a motion seconded by Christ to adopt ordinance 2018-16. Motion carried.
- h. Discuss/Consider – Ordinance 2018-17: An ordinance on excessive parking violations. Action, if any. – Gordon made a motion seconded by Schmidt to adopt ordinance 2018-17. Motion carried.
- i. Discuss/Consider – Ordinance 2018-18: An ordinance regarding social host responsibility. Action, if any. – McKim made a motion seconded by Tracy to adopt ordinance 2018-18. Motion carried.
- j. Discuss/Consider – Approve the CDBG Administration Services agreement from Cedar Corporation. Action, if any. – Moved and acted on in front of item 5(a).
- k. Discuss/Consider – Review the raze order issued to June Caine (warehouse at 321 Church Street) per the expiration of the 90-day extension agreement. Action, if any. – Caine submitted a request to the Board asking for an additional 90-day extension to raze the warehouse. She explained that the contents of the building had been emptied, and they have contracted with Malke and Sons to do the demolition. The contractor is waiting on the results of the asbestos and lead inspection before they can proceed. She stated that the contractor anticipates demolition to take one to two days, so she feels an additional 90-day extension will be more than sufficient to complete the work. Tracy made a motion seconded by McKim to grant an additional 90-day extension of the raze order to June Caine effective August 20, 2018. Motion carried. Christ opposed.
- l. Discuss/Consider – Suggested policy regarding communication with Village Attorney. Action, if any. – McKim made a motion seconded by Tracy to accept the attorney's recommendation that only the Village President and Clerk can contact the Village attorney or Building Inspector regarding Village business. Motion carried. Christ opposed.
- m. Discuss/Consider – Resolution 2018-11: A Resolution Designating Public Depositories. Action, if any. – Schmidt made a motion seconded by McKim to adopt resolution 2018-11. Motion carried.

14. Additional Business

- a. Schedule Finance Committee meeting. – A Finance Committee meeting was scheduled for Wednesday, September 5, 2018 at 10 am.
- b. Schedule W/S Committee meeting. – A W/S Committee meeting was scheduled for Thursday, September 6th at 5:30 pm.
- c. Discuss/Consider – Convene to closed session per State Statute 19.85(1) (f) for preliminary consideration of personnel issue. Roll call vote. Action, if any. – Tracy made a motion seconded by McKim to convene to closed session per State Statute 19.85(1) (f) for preliminary consideration of personnel issue. A roll call vote was performed. Christ, yes; Stumbris, yes; McKim, yes; Radtke, yes; Schmidt, yes; Tracy, yes; and Ray Gordon, yes.
- d. Reconvene in open session to consider follow-up to closed session. – No action was taken as a result of closed session.

15. Adjourn – Tracy made a motion seconded by Gordon to adjourn the meeting at 9:25 pm. Motion carried.

Submitted by SP
*Amended 9/19/18