



President Swisher called the Village Board meeting to order at 5:30 p.m. The Pledge of Allegiance was recited.

In attendance: President John L. Swisher, Trustees: Laurie Adams, Tim Semo, Donald Smith, Dale Theder and Steve Wollin. Also in attendance: Administrator Mark Johnsrud, Library Director Luci Bledsoe, Street Superintendent Lee Trumpf, Fire Chief Jim Wolf, Police Chief Gary Bleecker, Wastewater/Water Superintendent Aric Mindemann, Engineer Kevin Lord, Attorney James Hammes and Clerk-Treasurer Joan Dykstra.

**Statement of Public Notice** – This meeting was posted and noticed according to law.

### **Approve Finance Report**

A Theder/Semo motion carried on a 6-0 roll call vote to approve disbursements in the amount of \$199,406.70.

**Ambulance/Fire-EMS, Building Inspector, Police**– *For Information Only*

### **Department Schedules/Reports**

Library Director Luci Bledsoe distributed information on the library's new collection of Playaway Launch pads for children ages 3-5 and offered an update on the new tablet technology program for older adults called Sip & Swipe Café®...the library now has 13 adults registered to be learners and four adults registered to be coaches. In addition, she shared some statistics from the library's cartridge recycling program, which they have participated in since 2001 and has had a great environmental impact of keeping these items out of the landfill.

Fire/EMS Chief Jim Wolf said on April 9<sup>th</sup> they went to a grain bin rescue class, April 15<sup>th</sup> Velero toured the fire station and we will tour Velero in August. The department completed CPR training for twelve high school students and the breakfast was a success this past weekend serving 630 people.

Street Superintendent Lee Trump stated the park restrooms are open, lawn mowing has begun and will be spraying weeds, routing and crack filling with street painting after the routing and crack filling.

Police Chief Bleecker reported they are having issues in getting the mobile speed board working. There was a burglary at Tappers, a juvenile suicide attempt and still dealing with mental health issues.

Water/Sewer Superintendent Aric Mindemann was not present but had prepared a summary for the board:

1. Last week we had a facility inspection from the WI Dept. of Natural resources. They were extremely happy with the way the facility is operating. And will be sending us a report within the next couple of weeks.
2. We are roughly 2/3rds done with the spring flushing and we should finish up by the end of the week if not early next week, as we also have meter route to take care of this week.
3. The water tower is scheduled to get washed the first part of May, so that's great news because it really needs it.
4. The skid loader is in at Mid-state equipment and we should be able to take delivery of it tomorrow or Wednesday.

**Approve Village Board Meeting Minutes of March 28<sup>th</sup>, Joint Plan Commission and Village Board meeting minutes of April 11<sup>th</sup>, Special Village Board minutes of April 11<sup>th</sup> and annual meeting minutes of April 19<sup>th</sup> 2016.**

A Semo/Smith motion carried to approve Village Board Meeting Minutes of March 28<sup>th</sup>, Joint Plan Commission and Village Board meeting minutes of April 11<sup>th</sup>, Special Village Board minutes of April 11<sup>th</sup> and annual meeting minutes of April 19<sup>th</sup>.

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### Public Comment

Lisa Schmidt - 205 Red Fox Drive, questioned the master plan for the parks and would like to see it. There has been concern for the cost of these projects and the basketball court is very expensive and is a limited use.

### Notices and Discussion

Items in the packet included:

- Letter from DOT regarding the Great Lakes Basin Transportation, Inc. – railroad proposal in Wis. Semo stated it looks like they are going up to Milton right now and does not involve us.
- Sponsorship check from American Transmission Co. to assist with funding our Arbor Day activities. They donated \$250.
- DOT - Local Roads Improvement Program (LRIP). The agreement secures funds and authorizes them to proceed with the project for Aztalan St. and Milwaukee St. asphalt purchase in the amount of \$13,793.94.
- Trustee Semo said the Friends of the Library did walking tacos at the rummage sale this past weekend and took in \$200. The Library also had a used book sale that they did well on.
- President Swisher said there is a letter in the packet from Attorney Hammes regarding the agenda notices for closed session at village board meetings. Hammes said there was no wrong doings on our part and moving forward will have more information in the description.
- President Swisher distributed a letter from Ralph Hutchens regarding the basketball court at Bell Park bringing a negative consequence for our small community.

### Administrator Report

Administrator summary by Mark Johnsrud:

- LRIP funding of Aztalan St – WDOT has awarded the Village \$13,793.94 in Local Road Improvement Program funding toward the estimated costs of completing a mill and overlay of Aztalan St. from the railway bridge to the Village corporate limits.
- American Transmission Company (ATC) Arbor Day Grant. ATC donated \$250 for the planting of a tree within the Village in commemorating Arbor Day.
- Jefferson County Economic Development Consortium (JCEDC) Johnsrud met with Steve Stevens of Power 10, a firm drafting a capital campaign for the Jefferson County Economic Development Consortium to attract talent and develop the workforce, increase economic competitiveness of business, implement marketing campaign and stimulate innovation in Jefferson County. A feasibility study is underway to determine whether private and public sector leaders are supportive of a stepped approach to economic and community development to drive growth in Jefferson County
- Economic Development – AutoZone has broken ground on construction of a commercial auto parts store between Midpoint Eatery and Sports Put an Taco Bell at 405 Wright Road. A draft development agreement was presented to Steve Kearns in January of this year. Steve Kearns has been recontacted for completion of the development agreement for the Kearns Auto development underway at 777 Wright Road. Village Board consideration of the development agreement is expected on May 23<sup>rd</sup>.
- Wright Road – Village Engineer, Kevin Lord, inspected the stormwater pond on the Village owned Johnson Creek Wright Road subdivision. A stormwater outfall pipe on the west side of Wright Road was found to be plugged with debris. DPW staff removed the debris and cleaned the outfall. Iverson Construction is to remove silt fencing on the site.
- Village Hall/Library Parking Lot – The village was not happy with the seal coating of the Village Hall and Library parking lot and the company was going to come back and redo. Recommendation was to bring to the Committee of the Whole for discussion to see if re doing the seal coating is the answer or to redo the parking lot by raising it two inches and ask for a refund.

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**Committee/Commission Reports**

Included in the packet were minutes from April 11<sup>th</sup> Plan Commission, April 19<sup>th</sup> Personnel & Finance Committee, April 19<sup>th</sup> Improvement & Services Committee, April 19<sup>th</sup> Protection & Welfare and April 4<sup>th</sup> Tourism and Promotion Commission.

**Proclamation 02-16 Arbor Day – April 29, 2016**

A Semo/Theeder motion carried to proclaim April 29, 2016 as Arbor Day and a tree will be planted within the Village.

**Proclamation 03-16 Municipal Clerks Week – May 1-7, 2016**

A Semo/Wollin motion carried to proclaim May 1- 7 as Municipal Clerks week.

**Resolution 45-16 Service Appreciation – Randy Bieri**

A Smith/Theeder motion carried to approve Resolution 45-16 service appreciation to Randy Bieri.

**Resolution 46-16 Service Appreciation – Fred Albertz**

A Semo/Wollin motion carried to approve Resolution 46-16 service appreciation to Fred Albertz.

**Resolution 47-16 Service Appreciation – Kelly Wollschlager**

A Semo/Adams motion carried to approve Resolution 47-16 service appreciation to Kelly Wollschlager.

**Resolution 48-16 Additional Operators Licenses 2015-2016**

Additional operators' licenses at Midpoint Eatery & Sports Pub, included: Sandra E Locke, Jason L. Marin, Melissa F. Monroe, Justin J. Rageth, Cassandra L Reed and Melanie Jo Schloesser.

A Theeder/Semo motion carried to approve Resolution 48-16 Additional Operators Licenses 2015-2016.

**Resolution 49-16 Approve Emergency Repair to Water Main – Deer Crossing and CTH B**

This resolution authorizes payment of \$5,149.30 to Town & Country Underground Utility Construction, Inc. for the emergency repair of the water main at the intersection of Deer Crossing and CTH B.

A Smith/Semo motion carried on a 6-0 roll call vote to approve Resolution 49-16 approving an emergency repair to the water main at Deer Crossing and CTH B.

**Discussion/Recommendation - Professional Services Agreement - Vandewalle and Associates - Resolution 50-16**

After much discussion, a Semo/Theeder motion carried on a 6-0 roll call vote to approve Resolution 50-16 a professional services agreement with Vandewalle and Associates.

**Discussion/Recommendation Professional Services Agreement - MSA – Resolution 51-16**

After much discussion, an Adams/Wollin motion carried 5-1 with Semo opposed to send to the Committee of the Whole for more information as to the total dollar amount spent on current projects and past projects as related to engineering cost.

**Discussion/Recommendation Administration Policy - Internal Controls – 2016-2017- Resolution 52-16**

Johnsrud explained the only changes in the internal controls were the dates for the budget. Swisher questioned why we have the depositories listed in this document as they were approved at the annual meeting. Johnsrud explained this document is used by staff daily for where deposits can be made, purchases, budget information, etc. Swisher asked why the one lawnmower did not come back to the village board before the purchase. Johnsrud said it fell below the \$7,500 purchase price and as part of the internal controls did not have to go before the village board. Trumpf said the two lawn mowers were

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different size and fell below the \$7,500. Johnsrud said in River Falls, the department head can purchase up to \$5,000 and the Administrator \$50,000. Lake Mills department heads can spend up to \$1,000 and the Administrator \$15,000 without pre-approval from the village board. Hammes said this is the policy that is in effect and the board should move forward with this policy or take to Committee of the Whole for discussion.

An Adams/Wollin motion carried 4-2 on a roll call vote with Semo and Smith dissenting to refer to Committee of the Whole for more discussion.

### **Discussion/Recommendation Bell Park - Basketball Court**

The question was if there would be a cost savings if the projects were to be combined? Engineer, Kevin Lord said there could be a small savings on the engineering. Hammes said you first need to know the location of the projects in order to get the specifications and what Lord gave were estimates. Johnsrud said diggers hotline has been out and all services have been flagged. The estimate that Lord presented was for a unisex bathroom with a mini pavilion, not as large as Centennial Park, but would have room for four picnic tables under the shelter. If the pavilion was placed in the south west corner it will be more expensive as you would need to pump uphill. The size of the building was 22x36. We do have the opportunity to borrow funds now, per financial advisor David Anderson with Public Financial Management (PFM). Adams questioned using Jamie Guld to reduce the cost. Attorney Hammes said we can not contract with Jamie Guld. Swisher asked do we want to move forward with all or part of the projects. Smith asked that we get a site plan as one project with a location and a 3d concept and bring back to the Committee of the Whole for recommendation. Lord said it would cost between \$3,000 and \$4,000 to do a survey and 3d plan.

A Smith/Semo motion carried on a 4-2 roll call vote with Adams and Theder dissenting for Engineer Lord prepare a 3d survey with two locations, option A and B with estimated costs for both the basketball court and shelter and bring back to committee of the whole.

### **Discussion/Recommendation Bell Park – Restroom and Shelter**

See above motion.

### **Discussion/Recommendation – River Road and County Y Intersection Design – Presented by Village Engineer**

Engineer Lord presented the redesign of the River Road and County Y intersection which widens the intersection, extends the culvert, relocates the light poll, maintains the bike lanes but we must get a temporary easement from the property owner on the southeast corner of the intersection. The power polls will not have to moved. This is at an estimated cost of \$135,000 without moving poles otherwise \$150,000. We will do the bid specs and will get the true costs. The bids will be received back in June, with August/September construction. This will be done in phases.

A Theder/Smith motion carried on a 6-0 roll call vote to move forward on the design for the River Road and County Y intersection.

### **Process for Appointment to Fill Two Year Term of Trustee Kelly Wollschlager**

A Semo/Theder motion carried to approve the posting and paper insertion forof the opening of a two year trustee position with a letter of interest to be received by May 16<sup>th</sup> and brought before the village board on May 23<sup>rd</sup>.

### **Convene in Closed Session**

An Adams/Theder motion carried on a 6-0 roll call vote to convene into closed session at 7:55 p.m. *Pursuant to Wisconsin Statutes §§19.85(1)(e) deliberating or negotiating the purchasing of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require*

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*a closed session* – Discussion of Development Agreement with North Resort Drive, LLC for the construction of a \$12 million dollar manufacturing building within Tax Increment Finance District 3 at 150 Resort Drive.

### **Reconvene in Open Session**

A Smith/Semo motion carried on a 6-0 roll call vote to reconvene into open session at 8:55 p.m.

### **Action from Closed Session**

Johnsrud reported out that authority was given to Attorney Hammes and Mark to renegotiate the development agreement.

### **Upcoming meetings:**

- a. Plan Commission Meeting: May 9, 2016 at 5:00 p.m.
- b. Committee of the Whole Meeting: May 9<sup>th</sup> at 5:30 p.m.
- c. Board of Review: May 12<sup>th</sup> from 4:00 p.m. to 6:00 p.m.
- d. Next Village Board: May 23<sup>rd</sup> at 5:30 p.m.

### **Adjourn**

A Semo/Adams motion carried to adjourn at 8:57 p.m.

Joan Dykstra  
Village Clerk - Treasurer

Disclaimer: These minutes are uncorrected; any corrections made thereto will be so noted in the proceedings at which these minutes are approved.