

VILLAGE OF BONDUEL
VILLAGE BOARD MEETING
JULY 8, 2015

Following the Pledge of Allegiance and moment of silence, President Sharon Wussow called the meeting to order at 7:00 p.m.

Wussow read a statement regarding the posting of the meeting.

Present: Sharon Wussow, Shawn Thorne, Joan Kamps, Robert Luepke, Robert Thayer, Dick Sibert, Luka Zischka.

AGENDA: Motion by Thorne, second by Sibert, to approve the agenda with amendments and deviate as necessary. Motion carried.

MINUTES: Motion by Thorne, second by Zischka, to approve the minutes of the June 29, 2015, meeting. Motion carried.

ACKNOWLEDGEMENT OF CITIZENS: Steve Berndt, Director of Municipal Operations; Police Officer Cathy Frey; Fire Chief Robbie Woldt; Jessica Gehm from Gehm's Club 117; Jenna Kerkhoff, operator's license applicant; and Willa Rusch, Village Clerk-Treasurer.

COMMUNICATIONS: Letter was received from Jaime Bodden, Health Officer with the Shawano County Health Dept., regarding the building at 101 E. Green Bay Street. The property owner is given three months, until Wednesday, September 29, to address the issues listed in the letter. Chief Chaney, Fire Chief Woldt and Ms. Bodden will re-inspect the building at that time.

REPORTS:

Public Safety Committee: No meeting.

Police report on file. Officer Frey requested a speed limit sign on S. Jefferson Street; there is none from Green Bay Street all the way to Express Way. Berndt will take care of it. Frey reported that traffic and detours on the Fourth of July went well. There were no issues. Only one citation was issued to a motorcycle driver who was driving recklessly and did not have a motorcycle license. Chief Woldt thanked the Village of Pulaski for use of their detour signs. Frey stated that the corner of Valley and Wedge Road is an uncontrolled intersection; Woldt made a note to look into it for next year's event.

Fire Chief's report on file. Chief Woldt stated that the Fire Department received a very nice thank-you card from the family of Frank Heller; he will bring copies for Board members. He added that Frank did a lot for the Fire Department over the years, serving as fire chief for many years and on the Fire Commission. He spent a lot of time making it the best that we could with the amount of money that we had. Woldt will be going to the MABAS Wisconsin Conference on July 30 in Green Bay. The MABAS president resigned and Woldt anticipates he will fill in until a replacement is found. As of July 1st there were 18 fire calls, compared to 21 last year. Wussow

thanked the Fire Department for all the work they do for the Fourth of July. Woldt reported there was a S.W.A.T. practice in the vacant house next to World Wide Signs; there was no real emergency. The Fill-The-Boot Campaign for MDA collected \$2,319.97. Woldt will be asking the Fire Commission to approve rounding the total up to \$2,400. Woldt thanked all the people who walked the parade for the Campaign. Wussow mentioned that next year the Campaign could be advertised along with the Civic Association's ads to increase awareness.

EMS report on file.

Administrative Committee: No meeting. Rusch presented the Clerk's Report and explained the two attachments. 1) Preliminary Summary for Statement of Assessment 2015. This report itemizes types of real estate and personal property, including number of parcels, acreage, land values, improvement values and description of personal property. Aggregate Assessed Value, excluding manufacturing class which is state assessed, is \$69,567,000. 2) Letter from Brian Deaner of USDA-Rural Development in response to the Village's 2014 Financial Statement. Deaner's review was generally positive, however Rusch contacted auditor Tom Karman regarding the comment about uncollateralized bank deposits. Karman explained that the uninsured and uncollateralized amount at year end is the result of December tax collections which get disbursed in mid-January and is therefore only a short-term occurrence.

Municipal Operations Committee met June 30. Director's report and meeting minutes on file. Zischka stated asphalt patching on S. Cecil Street was awesome and asked life expectancy. Berndt felt it was about five years, depending on winters and type of traffic. Problem now is that section of the roadway is not even in the DOT's six-year plan. He has expressed our concerns to the highway commissioner and others at the DOT that it needs to be in the program, but they have not put it in their plan. Thorne mentioned that patching is needed by the door in front of the Fire Department. Berndt stated they patched it several times with asphalt but every year it pushes up after the thaw. He stated it would be preferable to put in a small concrete stoop. He will take a look at it in the next couple weeks; the crew does this work as they have time.

Update on 2016 street project: Final plans hope to be at 90% by middle of August with updated project costs based on other projects in this area of the state. They are still dealing with DNR on the percentage of surface area being disturbed; we don't have that number yet, but if we disturb over a certain volume we have to take out a Chapter 30 permit and provide drainage ditches with natural vegetation for retainage to slow down storm water, allowing silt to settle out before it gets to the creek. Regulations keep getting tighter and tighter, that is why we didn't have to do this for past projects, although we had to put in a pond behind

Kwik Trip when Village did that project. Village has a Storm Water Management Plan in place that designates where ponds would be required.

Wussow asked about signage at the Cedar Park pond; she stated during car show people were bringing dogs into the pond area, because sign only states no dogs "in pond." Change it to "no animals past this point." Berndt will look into it.

Berndt reported that a used portable toilet will be installed at the recycle center; vendor has offered it to the Village for \$200. It will be serviced as needed.

Centennial Ad Hoc Committee: Zischka reported the committee will have six members including Kamps and himself. They will be meeting July 29 at 5 p.m.

Zoning Board of Appeals: No meeting.

Library Board will meet July 27. Librarian's report on file.

Plan Commission: No meeting. Next meeting is scheduled for August 3 at 6:30 pm. All Village Board members should try to attend. Jim Mann from Ehlers will be here again.

Fire Commission: No meeting.

NEW BUSINESS:

K1: "Local Spark Award" Ideas. 1) Zischka would like to invest in the Cedar Park pond to restore it to what it once was and make it into a nice family area with lifeguards, outdoor shower facilities, less vegetation, more sand. Berndt stated the pond is fed by a large spring which feeds fresh spring water into the bottom. Specialists have inspected it and they stated the types of vegetation are exactly what you want for a pond such as this; it is good for the water quality and good for the pond; their opinion is that it is a very good pond. Wussow would like to see all sand again. Berndt said it would require partially draining the pond and digging out the layer that has built up on top of the sand with a backhoe. 2) Kamps suggested music at the Bonduel Archives one night a week. 3) Wussow suggested a community garden; she spoke with someone at the UW Extension, and they can write a grant request. The three vacant lots on Cedar Street that are owned by the Village could be used.

K2: Per diems. Motion by Kamps, second by Zischka, to approve per diems as listed. Motion carried.

K3: Operator's license for Jenna Kerkhoff. Kerkhoff had previously applied for an operator's license but it had been denied by the Board. Not included on her last application were the underage drinking charges. A letter of appeal was submitted by Jessica and Russ Gehm of Gehm's Club 117. Kerkhoff had worked at Club 117 under the previous owners and they had no issues with her. President Wussow spoke with Chief Chaney and they felt that Kerkhoff could

be granted an operator's license on the condition that she sign an Agreement which states there can be no violations of the Operator's License Background Policy. Motion by Zischka, second by Kamps, to grant an operator's license to Jenna Kerkhoff, on condition she sign the Agreement. Motion carried.

K4: Advertisement for replacement of Technician position. Berndt reported that Matt Bunker turned in a letter of resignation stating he will leave as of July 17, 2015. Berndt requested permission to advertise for candidates to replace him. Wussow felt we should wait until job description revision is completed. Berndt felt overall description of job is sufficient to advertise; it would give anyone sufficient description of overall job duties. Updating job descriptions would take at least another month, and we need to move ahead expediently since this is a busy time of year. Thorne did not see a need to halt moving forward and does not see the Village going forward with less than four employees. Berndt would like to have a potential candidate by next board meeting. Kamps asked if job study was going to be done. Berndt stated a study was done in 2006 and it was determined that the Municipal Operations Department was appropriately staffed at 4.5 employees. Thorne requested a copy of study. Berndt would like to run ad in THE LEADER on Friday and Saturday, July 17 and 18, and also post it on the Village website, and at locations where meeting notices are posted. Thorne asked about starting wage. Berndt responded that formerly there was a Technician 1 position with a lower wage for new hires, but that position was discontinued. Application should be postmarked July 23 and mailed to the Village Hall. Special Village Board meeting will be held July 16 at 4 p.m. to determine starting wage. Motion by Kamps, second by Zischka, to submit ad in local newspaper to run July 17 and 18, post on Village website, Facebook and places where meeting notices are posted, advertising Technician position that is available. Motion carried.

UNFINISHED BUSINESS:

L1: Cedar Park restroom building. Postponed to next meeting by consensus.

APPROVAL OF PAYMENTS: Rusch explained the updated voucher report. Also to be added to this month's vouchers will be July 16 payroll, which will include newly approved per diems and Fire Department wages. Motion by Sibert, second by Luepke, to approve payments. Motion carried.

TREASURER'S REPORT: Wussow questioned the balance remaining in the Pavilion Fund; it was to have been used for landscaping. Ad Hoc Committee has been dissolved, so Wussow will contact Geoff Dowden. Rusch stated the Miscellaneous Government account was charged \$3,111 to clear up past errors, in accordance with instructions from Tom Karman. She also explained cleanup of CDBG account that will be done to carry over account balances and

allocate cash appropriately. Motion by Zischka, second by Sibert, to approve the Treasurer's Report. Motion carried.

ANNOUNCEMENTS:

Chamber Meeting	July 15	6:30 p.m.	Village Hall
Special Village Board	July 16	4:00 p.m.	Village Hall
Administration Committee	July 20	4:00 p.m.	Village Hall
Municipal Operations Committee	July 22	4:00 p.m.	Village Hall
Fire Commission	July 22	6:30 p.m.	Fire Station
Library Board	July 27	7:00 p.m.	Library
Centennial Committee	July 29	5:00 p.m.	Village Hall
Public Safety Committee	August 3	4:30 p.m.	Village Hall
Plan Commission	August 3	6:30 p.m.	Village Hall

All Board members are encouraged to attend the Plan Commission meeting.

Motion by Luepke, second by Sibert, to adjourn. Motion carried.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Willa Rusch, Clerk