

VILLAGE OF BONDUEL
VILLAGE BOARD MEETING
SEPTEMBER 9, 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, Luka Zischka, Robert Thayer, Robert Luepke, Dick Sibert.

Absent: Joan Kamps (excused).

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

MINUTES: Motion by Zischka, second by Thorne, to approve the minutes of the August 12, 2015 meeting. Motion carried.

ACKNOWLEDGEMENT OF CITIZENS: Steve Berndt, Director of Municipal Operations; Todd Chaney, Police Chief; Kim, Carolyn, Skyler and Matt Heindel and Dave La Berge, representing Good Vibes Bar and Grill LLC.

CORRESPONDENCE: Wussow distributed her President's Report detailing information from the LWM Chief Executives Workshop she recently attended. A thank-you card was received from the family of Wilma Zernicke, past Clerk and current member of the Zoning Board of Appeals. Wussow also distributed an email she received from Pat Pawlak of Quality Repair regarding the meeting held with local automotive businesses.

REPORTS:

Public Safety Committee met. Items are on agenda. Committee is looking at 2016 budget and will be giving Capital Budget to Berndt for the 20-Year Plan.

Police Chief's report on file. Theft and fraud cases have been solved. Frauds are increasing. Chief Chaney reported on the meeting with local automotive businesses. The meeting was cordial and business owners understood and will try to work harder on the 60-day unlicensed vehicle restriction. The department will now focus on residences with unlicensed vehicles on their property. Thayer asked if issue with Shawano County Sheriff's Department was resolved; Chaney replied that Sheriff Bieber has no interest in resolving the issues.

Fire Chief's report on file. Department meeting held tonight instead of last night because they were cleaning the fair stand last night. They will have a training session with the new grain bin rescue equipment at the Wussow farms grain storage bins on September 14, 2015 at 6:00 pm.

EMS report on file. Wussow reminded everyone that this Friday, September 11th, there will be a special event at the Village Park to honor Bonduel Public Safety personnel.

Administrative Committee did not meet. Clerk's report on file. Rusch added that an injury claim was filed by a pedestrian who fell on sidewalk in front of Amicos.

Municipal Operations Committee met and has items on agenda. They are getting closer on rest room at Cedar Park. Also looking to tie a leaf-collection machine in 20-Year CIP Plan; once capital budget requests from other departments are received, they will know more on that.

DMO's report on file. Water tower project – still undecided as to whether to patch rust spots on tower or paint the entire tower in a couple years. Short-term solution would be to patch rust spots, but coating on tower is getting thin so the entire tower would need painting in a couple years. Contractor

estimated cost of \$20,000-\$25,000 to patch rust spots. To repaint is about \$100,000. In 3-4 years the rest of the tower will need patching. Instead, just wait and schedule the entire structure for painting; the current rust spots can wait. It's been 13 years since it was last painted, which is typical length of time. Waiting to hear from Bertram Wireless about replacing their equipment atop the tower; they have not finalized what they want to do, nor have they made arrangements with our contractor for the work they will be doing. Street project - DNR has confirmed we do not need additional permits or outlying storm water permits; this will save the village additional costs. Berndt met with engineers last week and refined project with well-defined costs; this will give us a good look at where we're going to be next year. Zischka asked how staffing was going. Berndt stated it was fine.

Centennial Committee met. Wussow recommended they contact Shawano County Historical Society to help with display.

Zoning Board of Appeals: No meeting.

Library Board: Librarian's report on file.

Village Plan Commission: No meeting.

Fire Commission: Met August 18, 2015. Minutes on file.

NEW BUSINESS:

K1: 2016 Budget Schedule. Motion by Thorne, second by Zischka, to approve the 2016 Budget Schedule. Motion carried.

K2: Resolution authorizing DMO to sign and submit DNR Recycle Grant applications. After brief discussion, motion was made by Zischka and seconded by Thayer, to introduce Resolution 2015-04 Authorizing Director of Municipal Operations to Sign and Submit DNR Recycle Grant Applications. Roll call vote was taken. Motion carried unanimously.

K3: Good Vibes Bar and Grill LLC liquor license. Chaney reported they have passed the background check. Motion by Thorne, second by Zischka, to grant Good Vibes Bar and Grill LLC an alcohol beverage license. Chaney asked if Heindels would continue to maintain residence upstairs above the premises; Kim Heindel replied they would. Zischka asked when they would open, but they were not sure at this point. Thayer welcomed the new business to the Village and stated that if they have a good product and good service, they will draw in people from other areas and young people. There being no further discussion, Wussow called the vote. Motion carried. Chaney reminded the owners that when they are ready to open to be sure to have a fire inspection and a capacity survey done. La Berge asked about putting tables in front of the building at various times. Chaney responded it would have to be part of their premises, and premises has to be property they own; since they do not own the sidewalk, it would probably not be likely. Heindel asked if back porch and alley would be alright. Chaney stated he would have to look at it; if it's part of their premises, they could make it an outdoor area. La Berge asked about sign options, one being right up against building and the other hanging perpendicular to the building. Berndt instructed La Berge to contact him at a later date and they can discuss it. Thayer stated it might be regulated by State agencies. Chaney comment the State only regulates signs that are fixed and within the right of way and that is not the case, so this municipality would have the say.

K4: Temporary liquor license for Bonduel Area Colorfest event. The Chamber's Block Party was rained out so another event has been scheduled for October 10th at the Village Park. Motion by Zischka, second by Sibert, to approve temporary liquor license for Bonduel Area Chamber of Commerce Colorfest to be held October 10, 2015. Motion carried.

K5: 2016 Water Utility Budget. Thorne reported the budget was approved by Municipal Operations Committee. He pointed out that at the end of 2016 a surplus of just over \$36,000 is projected. Motion by Thorne, second by Luepke, to approve 2016 Water Utility Budget as presented. Motion carried.

K6: 2016 Sewer Utility Budget. Thorne stated the one thing that could change is, if the actual refinance of the sewer loan goes through, it would change our payment and the principal and interest payment shown on Page 1 would differ; this payment would increase collectively about \$48,000 and based on 2016 projection it would put us in a comfortable position. Zischka asked for an update on the loan. Thorne stated they are still waiting for word from investors who are holding back because of interest rate. Originally they quoted a 3.85% interest rate; the numbers they presented to the investors averaged about 3.5%. They believe it will come in somewhere in between. Even at 3.85% there was approximately an \$800,000 savings. Motion by Zischka, second by Sibert, to approve 2016 Sewer Utility Budget. Motion carried.

K8: E. Green Bay Street sidewalk. Residents sent letters asking to have sidewalks removed from residences east of St. Paul's Church. That sidewalk is on the Safe Walk Route. Berndt stated there has been talk in the past about extending that sidewalk all the way to Jefferson Street. Unless we are willing to change the Safe Walk Route, we cannot allow the sidewalks to be removed. Also, if sidewalks are removed and a future decision is made to extend the sidewalk to Jefferson Street for a Safe Walk Route, we would have to ask the residents to put them back in. Municipal Operations Committee voted not to allow the residents to remove the sidewalks, but they did offer to bring the issue to the full Board and let the full Board vote on it. Thayer agreed that completing the sidewalk to Jefferson would be safe for the children who are walking to school. Zischka said school has policy that once a student who resides in the Village reaches high school, he/she must find their own transportation to school. Motion by Thorne, second by Zischka, that E. Green Bay Street sidewalks for the residents who requested removal will remain. Motion carried. Thorne asked Berndt when it would be a good time to discuss extending these sidewalks to Jefferson. Berndt said in earlier discussions, there was considerable opposition, so final resolution was to leave it as it is now. If you look at purpose of Safe Walk Routes, the sidewalk really should go to Jefferson Street because so many students live in the Jefferson Street area, and it is an obligation of the Village to provide a Safe Walk Route for them. Zischka asked permission to contact the residents, since one of them complained about snow removal; he has students who need service hours who could take on snow-shoveling jobs.

K9: No Parking Zone on W. State Street. New owners of Bonduel Resale building have requested that parking be allowed in the first block of W. State Street because there would be nowhere for their customers to park since spaces in front of their building are often occupied by patrons of Salon Performance. Chaney commented that yellow curbs would give the buses room to make turns. Motion by Zischka, second by Thorne, to remove the No Parking Zone from the first block of State Street to the west of State Hwy 117. Motion carried.

K10: Update of position descriptions for Director of Municipal Operations and Working Supervisor. Approved by Municipal Operations Committee. Thayer commented on Item 8 of DMO description that they review vendors every 2-3 years for efficacy and effectiveness of recurring contracts; they need to measure vendors every few years against other vendors to ensure taxpayers get the best bang for their buck. Berndt mentioned the Village has a standard Purchasing Policy that would define that, and all entities of the Village are governed by that Policy rather than putting it in a position description. Zischka agreed if we require this for the Municipal Operations Department, we need to require it for all departments. A written Purchasing Policy would make sense in that respect. Administrative Committee will review the Purchasing Policy to ensure it addresses the issue. Wussow questioned CDL requirement. Sibert stated a fill-in or emergency driver is not required to have a CDL license. Zischka asked Berndt how he liked the job descriptions. Berndt stated they are rather detailed. There are different ways of writing job descriptions - in a very general manner to give general duties of the position, whereas these are more detailed. You can get into a lot of detail but still not cover everything. It's a guideline for what their job is. In general, they're pretty good. Motion by Thorne, second by Sibert, to approve the updated position descriptions for Director of Municipal Operations and Working Supervisor. Motion carried.

UNFINISHED BUSINESS:

L1: Update of position description for Municipal Operations Technician. Thorne stated it was approved by Municipal Operations Committee. Zischka asked Berndt if he was OK with this position description. Berndt responded he was. Motion by Zischka, second by Thorne, to approve the position description for the Municipal Operations Technician. Motion carried.

L2: Rural Development Sewer System Mortgage. Item postponed by consensus.

APPROVAL OF PAYMENTS: Rusch explained additions. Motion by Thorne, second by Luepke, to approve payments as presented. Motion carried.

TREASURER'S REPORT: Rusch stated final settlement of 2014 tax roll was received from Shawano County. Motion by Thorne, second by Sibert, to approve Treasurer's Report. Motion carried.

ANNOUNCEMENTS:

Fire Commission	Wednesday, September 16	6:30 PM
Municipal Operations Committee	Monday, September 28	4:00 PM
Administrative Committee	Wednesday, September 30	6:30 PM
Public Safety Committee	Monday, October 5	4:00 PM

K7: Closed Session. Motion by Zischka, second by Sibert, to move to closed session for approximately five minutes to discuss hiring of part-time police officer [Pursuant to Wis. State Statutes, Chapter 19, General Duties of Public Officials, subchapter V, 19.85 exemptions (1)(c)]. (c.) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote taken. Motion carried unanimously. Board went into closed session at 8:16 p.m. Chief Chaney was invited to attend.

Motion by Zischka, second by Luepke, to come out of closed session. Roll call vote was taken. Motion carried unanimously. Board returned to open session at 8:33 pm.

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

Meeting adjourned at 8:34 pm.

Respectfully submitted,

Willa Rusch, Clerk