

VILLAGE OF BONDUEL  
VILLAGE BOARD MEETING  
January 11, 2017

In the absence of President Sharon Wussow, Clerk-Treasurer Willa Rusch called the meeting to order at 7:00 p.m.

Present: Luka Zischka, Mary Barney, Dick Sibert, Joan Kamps, Shawn Thorne, Robert Luepke.

Absent: Sharon Wussow (excused).

Rusch called for nominations to determine a Chair for the meeting. Barney nominated Zischka. No second. Sibert nominated Thorne, second by Zischka. Vote was unanimous for Thorne to chair the meeting.

The Pledge of Allegiance was recited, followed by a moment of silence.

Thorne read a statement regarding the meeting notice.

AGENDA: Motion by Sibert, second by Luepke, to approve the agenda and deviate as necessary. Motion carried unanimously.

MINUTES: Motion by Luepke, second by Sibert, to approve minutes of the December 5, 2016 meeting. Motion carried. Zischka abstained.

ACKNOWLEDGEMENT OF CITIZENS: Todd Lorbiecki, Director of Municipal Operations; Police Chief Todd Chaney; Clerk-Treasurer Willa Rusch; William Moeller, Village resident interested in property at 118 E. Cedar Street.

L3. Parcel at 118 E. Cedar Street. Thorne opened a sealed bid in the amount of \$3,300 from Bill & Kathy Moeller, received by the due date of December 8, 2016. Minimum bid was \$3,000. Motion by Thorne to accept the bid from Bill & Kathy Moeller for parcel #107-70050-0160 located at 118 E. Cedar Street. Thorne amended the motion to include the bid amount of \$3,300. Second by Barney. Thorne amended the motion to state Tom Martell will handle transaction of the sale of this property. Barney seconded amended motion. Rusch was directed to contact Tom Martell tomorrow. Motion carried unanimously.

Moeller left the meeting at 7:20 p.m.

K8. Building inspection fee schedule. Kamps reported that Mike Miller of Miller Inspections LLC attended the Public Safety Committee meeting and made the recommendations to the building permit requirements and fee schedule. Question by Thorne on criteria for the range of \$200-500 for dwelling alteration/remodel. Barney explained it is based on square footage at 12 cents per square foot. Retainer is \$2,000. Thorne stated the new building permit fees represent an overall 41% increase and suggested increasing the retainer and reducing the fee increases so the Village would bear the initial brunt of the increase. After further discussion regarding procedural issues, Thorne recommended Public Safety Committee review this again so they

have a grasp of how it is going to work. Motion by Thorne to send Building Permit Fee Schedule back to Public Safety Committee for further discussion and possible recommendation. Second by Zischka. Rusch will type up talking points for Public Safety Committee to solidify with Miller. All Board members are recommended to attend this meeting. Motion carried unanimously.

COMMUNICATIONS: 1) Letter from Shawano County Department of Administration & Human Resources announcing public hearings on county-wide library consolidation. 2) Thank-you note from Donnermeyer family to Municipal Operation employees for “awesome work” with leaf collection this year.

REPORTS:

Thorne stated minute takers should add “Respectfully submitted” and type their name. Item F2 of December 7, 2016 Public Safety Committee minutes, Thorne asked why the Committee voted against the backup upgrade. He also asked if anything was done on G1 – Police Department laptops. Chief Chaney is getting prices and information from other police departments.

Police Department report on file. Chaney explained Lethality Assessment Protocol for victims of domestic violence. Working with Shawano Police Chief, they applied for and received a grant for equipment for cell phone analysis. County, Stockbridge-Munsee and Tigerton police departments are also involved.

Fire Department and EMS reports on file.

Clerk’s report on file. Rusch stated the January settlement has been calculated and invoices totaling \$360,120 for Shawano County, Bonduel School District and NWTC are included in the accounts payable packet.

Municipal Operations Department report on file.

Library report on file.

NEW BUSINESS:

K1. Per Diems. Motion by Zischka to approve Per Diems for the fourth quarter of 2016. Second by Barney. Motion carried unanimously.

K2. Amended liquor license for Good Vibes Bar & Grill. Amended license was required in order to remove the name of one of the owners. Motion by Zischka, second by Luepke, to approve amended liquor license for Good Vibes Bar & Grill. Motion carried unanimously.

K3. Operator’s license application. Motion by Zischka, second by Sibert, to approve operator’s license application of Gunnar Peters, based upon approval of Chief Chaney. [Zischka left at 8:36 p.m.] Vote was taken after Zischka excused himself from the meeting. Motion carried unanimously.

K4. Hiring new Village realtor. Municipal Operations Committee recommended the Village enter into an agreement with Mike Kunesh of The Commercial Place. New contract will be drafted to go through 2017. Toward October or November the Plan Commission will interview multiple realtors. [Zischka returned at 8:41 p.m.] Motion by Thorne that the Village enter into a listing agreement with Mike Kunesh of The Commercial Place and Place Perfect for lots the Village has for sale with the same terms as our last contract and for the listing agreement to end December 31, 2017. Second by Sibert. Thorne added there would be a 10% commission rate. Motion carried unanimously. Zischka abstained.

K5. 20-Year Capital Improvement Plan. Chief Chaney requested that unspent funds from the 2016 Police Department budget be carried forward to the 2017 budget. A resolution will be drafted and presented for approval at a Special Village Board meeting. Motion by Thorne, second by Luepke, to approve the 20-Year Capital Improvement Plan as presented. Motion carried unanimously.

K6. Rental fee for new Cedar Park Pavilion. The Municipal Operations Committee recommended that pavilion fees for both parks be the same: \$50 for residents and \$60 for non-residents. Motion by Zischka, second by Sibert, to approve a rental fee for the Cedar Park Pavilion that is equal to the rental fee for the Village Park pavilion. Motion carried unanimously.

K7. Clothing reimbursement policy for Director of Municipal Operations. Lorbiecki explained the DMO position is now a “working” manager and therefore requires clothing, uniforms and safety glasses as need occurs. He suggested three sets of clothing at hire and then follow the union policy of two sets per year, plus reimbursement for prescription safety glasses, safety shoes and winter wear. Motion by Zischka, second by Luepke, to approve clothing reimbursement policy for Director of Municipal Operations that matches the clothing allowance as stated in the union contract. Motion carried unanimously.

L1. Building at 101 E. Green Bay Street. Chaney stated he is waiting for Village attorney to draw up inspection warrant. Rusch was directed to call Attorney Tim Schmid for status and update Chief Chaney.

L2. Building at 505 W. Green Bay Street. Shawano Health Department has granted an extension through June 30, 2017, for property owner to finish the remaining repairs. Public nuisance violations still exist - abandoned vehicle, piles of junk which will be handled in Spring with an abatement order.

L4. New municipal building. Remove from agenda.

UNFINISHED BUSINESS:

APPROVAL OF PAYMENTS: Rusch noted addition of invoices that were received today. Also the Caselle upgrade is included in the packet for \$22,388 – this is a budgeted Capital Equipment purchase. Rusch also noted a fire bill for multiple calls for a gas leak on South Cecil Street that

was eventually determined to be coming from the residence at 111 S. Cecil Street. Rusch was directed by the Board to hold the fire bill and get additional information or direction from Chief Woldt. Motion by Thorne, second by Zischka, to approve payment of vouchers with additions noted by Rusch and with the exception of the file bill that was discussed. Motion carried unanimously.

TREASURER'S REPORT: The Sewer Utility Unappropriated Surplus, which was supposed to have been reduced by \$408,000 for the 2016 loan refunding, still shows \$844,000; this will be corrected during the audit. Motion by Zischka, second by Sibert, to approve the Treasurer's Report. Motion carried unanimously.

ANNOUNCEMENTS:

Special Village Board	Wed., January 25	6:30 p.m.
Meeting with Appleton Mayor Tim Hanna	Wed., January 25	7:00 p.m.
Fire Commission	Wed. January 18	6:30 p.m.
Village Board	Wed., February 8	7:00 p.m.

Motion by Sibert, second by Luepke, to adjourn. Motion carried unanimously. Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Willa Rusch, Clerk