

VILLAGE OF BONDUEL  
VILLAGE BOARD MEETING  
MARCH 8, 2017

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, Robert Luepke, Joan Kamps, Mary Barney, Dick Sibert and Luka Zischka. Absent: None.

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

MINUTES: Motion by Zischka, second by Thorne, to approve the minutes of the February 8, 2017, meeting. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS: Todd Lorbiecki, Director of Municipal Operations; Willa Rusch, Clerk-Treasurer; Todd Chaney, Police Chief; Robbie Woldt, Fire Chief; Patrick Rau and Hannah Zischka of the Bonduel School District.

Rau and Hannah Zischka addressed the Board regarding the Spring 2017 Referendum. Handouts were distributed, explained and are included with the packet.

COMMITTEE & BOARD REPORTS:

Public Safety Committee met March 6. Items are on the agenda.

Police Chief's report on file. New laptops have been received; waiting for hardware to mount them in the vehicles.

Fire Chief's report on file. Chief Woldt complimented the EMS members for the work they do on emergency calls. Their time is completely donated and non-reimbursed. Discussed painting fire station doors and installing windows in garage doors as an early detection alert in the event of a fire at the station. Option for student involvement as part of the school's annual community outreach day.

EMS report on file.

Administrative Committee did not meet. Clerk's report on file. Rusch explained the property tax overpayment for United Companies' vacant lot in front of the library.

Municipal Operations Committee met February 27, 2016. Items are on the agenda.

Director of Municipal Operations report on file. A resident will be installing solar panels which led to the need for codes to regulate green energy systems (wind energy, solar panels). Lorbiecki is working with other municipalities, the League of Wisconsin Municipalities, Building Inspector Mike Miller and Village Attorney Tim Schmid to draft an ordinance. Wants to create two options for the Municipal Operations Committee to review at their April meeting. Installation of solar panels may create future issues with neighboring properties; Lorbiecki explained the hearing process by which those issues would be addressed.

Zoning Board of Appeals did not meet.

Library Board did not meet. Librarian's report on file.

Plan Commission did not meet.

Fire Commission met February 22. Will not be meeting in March.

NEW BUSINESS:

K1: Resolution to transfer unspent 2016 General Fund dollars to the 2017 General Fund Budget. Chief Woldt explained that when the Fire Department is called into Outagamie or Brown County, they have no radio communication because those areas are on a different frequency. Resolution would allow \$2,000 in unspent Emergency Repairs Funds from 2016 to be used to purchase a portable radio that would be kept at the fire station in the event they are called into these areas. The radio cost would be \$2,200-\$2,300. Fire Department will pick up balance over \$2,000. Zischka introduced Resolution 2017-04 Approving Transfer of Certain Unspent Funds from the 2016 General Fund to the 2017 General Fund in terms of the Public Safety – Fire Department Emergency Repairs in the amount of \$2,000. Second by Kamps. Roll call vote was taken. Motion carried unanimously.

K2: Resolution to amend 2017 Budget appropriation for Police Chief salary. Rusch explained that at the previous Board meeting the salary for Chief Chaney was corrected back to the original amount proposed in October. Once the amount was reduced in December and published as part of the 2017 Budget, changes must be made by resolution passed by the Board. Motion by Thorne, second by Zischka, to adopt Resolution 2017-05 Amending 2017 Budget Appropriation for Village of Bonduel Police Chief Salary from \$60,000 to \$62,400, with the increase of \$2,400 to come out of the General Fund. Roll call vote was taken. Motion carried unanimously.

K3: Resolution approving membership in the Shawano County Consolidated Library System. As explained by Brent Miller in his presentation at the February Board meeting, if the Village wants to be part of the consolidation, a commitment must be made by April 1, 2017. Kamps introduced Resolution 2017-06 Approving Membership in the Shawano County Consolidated Library System that will eliminate future annual adjacent county borrowing charges and facilitate a more consistent level of service and quality throughout the libraries in the county. Second by Barney. Discussion was held regarding ownership of books, computers and other personal property. Roll call vote was taken. Motion carried unanimously.

K4: Disallowance of claim against municipality. Lorbiecki explained street patching after water main repair and the incident reported by Pastor William Gruenstern, who claimed his vehicle sustained alignment damage when he drove over the patch. Claim adjustor recommended the Village disallow the claim. Complete information is included in DMO report. Motion by Zischka, second by Luepke, to approve disallowance of claim against municipality filed by Pastor William Gruenstern on January 18, 2017. Motion carried unanimously.

K5: Transfer of \$1,800 appropriated for weed control from Parks-Repair & Maintenance to Parks-Contracted Services. Municipal Operations Committee recommends that weed control expenditures be classified under Contracted Services rather than Repair & Maintenance. There is no change to the budget, just how these funds are allocated. Motion by Thorne that we

move \$1,800 from Parks-Repair & Maintenance to Parks-Contracted Services. Second by Luepke. Motion carried unanimously.

K6: Park reservation process. Current procedures do not allow residents and non-residents to reserve the park facilities until March 15. Park rental/reservation form was revised. Detailed reservation procedures included in packet. Ball clubs required to submit schedules by March 1<sup>st</sup>. Open reservations for the Village Park food stand and the Cedar Park open shelter may begin January 1<sup>st</sup>. Dates after September 1<sup>st</sup> for the Village Park and August 15<sup>th</sup> for Cedar Park are open for public rental beginning January 1<sup>st</sup>. Specific dates for annual events are automatically included on the annual calendar. Motion by Thorne to approve the 2017 park reservation process revision, which includes the updated park reservation form. Second by Sibert. Motion carried unanimously.

K7: Building Permit Fee Schedule. Revised schedule recommended by Public Safety Committee. Fees shown would be 100% for building inspector, 0% for Village. Remove "lease" from Mobile/Manufactured Homes. Add "window and exterior door size changes" to Gazebos, Awnings, Canopies. Change Important Points To Remember to add "for new dwelling construction." Question arose regarding range of fees for dwelling alterations/decks/remodel. Wussow explained costs vary depending on scope of work being done; i.e., plumbing, electrical, construction inspections. Window replacement was also discussed. Motion by Thorne to approve Building Permit Fee Schedule with changes made here this evening. Second by Zischka. Motion carried unanimously.

K8: Data extraction device grant. Chaney explained the Police Department applied for and received a cost-sharing grant for the purchase of a cell phone data extraction device. Device would assist in investigating child pornography being transmitted by cell phones. Cost is \$7,294; Village portion of cost would be \$2,694. Motion by Zischka, second by Thorne, to approve the purchase of a data extraction device at an estimated cost of \$2,694. Motion carried unanimously.

K9: Tablets for Board members. Included in 20-year CIP for 2018. Wussow asked if we can move this up. Thorne responded we could. Zischka suggested a small touchscreen laptop rather than a tablet, with mouse optional at user's expense. Not to be used as a home computer. When term expires, Board member must turn it in. Department heads to be included. Include a four- or five-year replacement plan. Only software required would be email address and Adobe or similar reader. Zischka will bring a few different devices to the next meeting to demonstrate.

K10: Operator's license application. Public Safety Committee recommended approval based upon the applicant having passed Chief Chaney's background check. Motion by Wussow, second by Kamps, to approve operator's license for Nicole Beyer. Motion carried unanimously.

K12. Driveway Permit Application and Fee. Fee was included in and approved with Building Permit Fee Schedule. Lorbiecki found that ordinances required a permit fee although this fee was not on the Fee Schedule in the past. Motion by Barney to approve Village of Bonduel Driveway Permit Application. Second by Thorne. Lorbiecki confirmed the application and fee apply specifically if changing size of driveway or affecting sidewalk or apron. Motion carried unanimously.

K13: Six-Month Expectation Plan for Director of Municipal Operations. Thorne distributed list of expectations developed by Municipal Operations Committee. Lorbiecki explained status of training requirements listed.

UNFINISHED BUSINESS:

L1: Building at 101 E. Green Bay Street. Property owner Keith Block gave \$5,000 to be put into escrow for masonry and gutter/drainage work. Village Attorney Tim Schmid will draw up agreement with work requirements. Deadline will be June 1, 2017. Block was present when Wussow, Fire Department Inspector Del Zuleger, Building Inspector Mike Miller, and others inspected the building on March 7.

L2: Building at 505 W. Green Bay Street. Chaney reported that abandoned vehicle will be removed and impounded this week.

APPROVAL OF PAYMENTS AND TREASURER'S REPORT: Rusch listed invoices that were added to Accounts Payable since Board packets were printed. Revenues/Expenditures Comparison to Budget Report was discussed briefly. Motion by Barney, second by Sibert, to approve payments and Treasurer's Report. Motion carried unanimously.

ANNOUNCEMENTS:

Public Safety Committee

Monday, April 3

4:00 p.m.

Barney will not be able to attend the next Board meeting.

K10: Closed session. Motion by Sibert, second by Zischka, to move to closed session for the purpose of discussing the purchase of property [Pursuant to Wis. State Statutes, Chapter 19, General Duties of Public Officials, subchapter V, 19.85 Exemptions (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session]. Role call vote was taken. Motion carried unanimously. Board went into closed session at 10:07 p.m. Lorbiecki, Chaney and Rusch were invited to attend.

Motion by Zischka, second by Thorne, to return to open session. Roll call vote was taken. Motion carried unanimously. Board returned to open session at 10:25 p.m.

Motion to direct Thorne to inform real estate agent who contacted us that we are not interested at this time in the property to the south of the library. Second by Zischka. Motion carried unanimously.

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

Meeting adjourned at 10:27 p.m.

Respectfully submitted,

Willa Rusch, Clerk