

VILLAGE OF BONDUEL
VILLAGE BOARD MEETING
JULY 19, 2017

Following the Pledge of Allegiance and moment of silence, President Sharon Wussow called the meeting to order at 7:02 p.m. Meeting was held in the Bonduel High School Commons.

Wussow read a statement regarding the posting of the meeting.

Present: Sharon Wussow, Shawn Thorne, Dick Sibert, Luka Zischka, Margie Qualheim, Mary Barney, Joan Kamps. Absent: None.

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

ACKNOWLEDGEMENT OF CITIZENS: Employees: Todd Lorbiecki, Director of Municipal Operations; Willa Rusch, Clerk-Treasurer; Todd Chaney, Police Chief; Robbie Woldt, Fire Chief.

Wussow read instructions for public comments. Wussow read a letter from resident Doug Harland, who was unable to attend the meeting. Residents who addressed the Board: Gina Shatters, Dave Hedtke, Kristy Hesse, Cheri Weir, Renell Bartlett, Barb Wickman, Kevin Bartlett. Board members who addressed the assembly: Trustees Kamps, Barney, Qualheim, Thorne, Wussow and Zischka; Police Chief Chaney, Clerk Rusch. Kamps left the meeting at 8:29 p.m. and Qualheim left the meeting at 8:30 p.m.

K12. Appointment to vacant Trustee position. Requests from several citizens and general consensus of the assembly was that Thorne should rescind his resignation and remain on the Village Board. Thorne consented and will remain a Village Trustee.

K1. Certified Survey Map – Priscilla Zeman. Doug Peterman appeared on behalf of the property owner. Lorbiecki explained the CSM which extends the lot on which the home is situated to approximately 3.2 acres. Map was prepared by Nordin & Associates. Motion by Thorne, second by Zischka, to approve CSM identified as Lot 1 and Lot 2 as presented this evening. Motion carried unanimously.

K2. Bids for village-owned lots at 110 and 114 E. Cedar Street (Parcels 107-70050-0120 and 107-70050-0140). President Wussow turned the meeting over to Trustee Shawn Thorne and stepped away from the table for this agenda item. Shawn Thorne opened the bids. Two bids were received for each parcel.

For 110 E. Cedar Street: \$3,650 and \$4,101.

For 114 E. Cedar Street: \$3,650 and \$4,101.

Motion by Zischka, second by Thorne, to accept the high bids of \$4,101 for each of the two parcels. The same party submitted both high bids. Motion carried. Wussow abstained.

Wussow returned to the table and continued as Chair.

K3. Resolution approving the 2016 Compliance Maintenance Annual Report. Lorbiecki announced that the Bonduel Water Utility received 100 points out of a possible 100 for annual DNR compliance. Annual report is required to be submitted to the DNR. Motion by Thorne, second by Sibert, to introduce Resolution 2017-09 Wisconsin Department of Natural Resources, NR 208-Compliance Maintenance Annual Report – 2016. Roll call vote was taken. Aye: Barney, Thorne, Sibert, Wussow, Zischka. Motion carried.

K4. DMO Lorbiecki's participation in Leadership Shawano County Program. Lorbiecki explained the program was established by the Shawano County Chamber working with leaders in the community and setting up two or three projects to develop the County. Lorbiecki would work with other area leaders to grow Bonduel, bringing in businesses and organizations to benefit the community. Motion by Wussow to approve DMO Lorbiecki to participate in Leadership Shawano County Program and to pay the \$650 fee. Second by Barney. Thorne recommended the fee be split evenly between Water, Sewer and Plan Commission budgets. Wussow amended motion to include Thorne's recommendation. Barney seconded amended motion. Motion carried. Kamps returned 8:53 p.m.

K5. State Highway 117 and Cedar Street road repair. Lorbiecki explained a catch basin was falling in upon itself and other storm sewer lines were collapsed. Best quote was from Shawano County Highway Department. Original cost was \$3,500 but with waste removal to be done by Bonduel DMO crew, cost may be reduced to \$3,100-\$3,200. Cost will decrease or increase depending upon duration of project. Lorbiecki is asking for estimated \$3,200 to be put toward Cedar Street project. Zischka questioned life expectancy of work. Lorbiecki stated 5-15 years. Motion by Zischka to approve roughly \$3,200 for State Highway 117 and Cedar Street road repair. Second by Sibert. Motion carried.

K6. Balsam Street storm sewer/driveway project. Lorbiecki stated the pipe actually collapsed. Driveway pads are sinking 3-6 inches. Lorbiecki explained work to be done. Original cost was \$5,200. This project has been on the waiting list for 5-7 years. Motion by Thorne to approve Balsam Street sewer/driveway project for approximate cost of \$5,200. Second by Zischka. Thorne stated Municipal Operations Committee had approved the project. Motion carried.

K7. Update of Comprehensive Plan. Clerk Rusch stated statutes require that municipalities update their Comprehensive Plans every ten years. The Clerk's office was contacted by Ken Jaworski of Martenson and Eisele, who offered their services, stating they had done the update for the Town of Harland. Original comprehensive Plan was done jointly with Town of Hartland. Barb Wickman, who was Clerk at the time the first Plan was adopted, recommended we ask Jaworski what kind of changes were made to Hartland's plan; if they didn't change anything on the outskirts it would be OK but anything that had been done jointly would need to be looked at. Lorbiecki received recommendations from other municipalities, who gave Jaworski high ratings and recommended him. Original quote was \$16,000-\$21,000, however Lorbiecki negotiated it down to \$9,500. Item postponed to next Board meeting.

K8. Operator's license applications. Applications from Amber Myers, Connie Ort and Lacey Smith were approved by Chief Chaney. Motion by Zischka to approve operator's license applications as presented based on the recommendation of Chief Chaney. Second by Thorne. Motion carried.

K9. Trustee mileage costs for 2017 League of Wisconsin Municipalities Annual Conference. Barney quoted Personnel Policy which states all expenses for special seminars or training must be pre-approved by the Board. She therefore requests pre-approval by Board to have her mileage reimbursed for League of Wisconsin Municipalities Annual Conference. Motion by Kamps to approve Barney's mileage to attend 2017 League of Wisconsin Municipalities Annual Conference in Appleton. Second by Zischka. Thorne expects a report from attendees of what Bonduel can expect as benefits from their attendance. Aye: Kamps, Sibert, Barney, Zischka. Nay: Thorne, Wussow. Motion carried.

K10. Proposed library lease agreement with Shawano County. County representative will attend August Board meeting to discuss. Postponed to next meeting. Zischka briefly explained the consolidation to audience.

K11. Per Diems. Motion by Thorne, second by Kamps, to approve 2nd Quarter Per Diems as presented. Thorne commented Personnel Policy does not address how to handle Board members who arrive late or

leave early. Wussow commented this issue will be addressed by the Administrative Committee. Motion carried.

K13. Bonduel Bat & Ball Club's Temporary "Class B" Beverage License. Application did not arrive until yesterday so Chief Chaney was unable to perform the required background check. Motion by Thorne to approve Bat & Ball Club's Temporary "Class B" Beverage License, contingent upon approval by the Police Chief. Second by Zischka. Motion carried.

MINUTES:

Motion by Thorne, second by Zischka, to approve the minutes of the June 21, 2017 meeting. Motion carried.

Motion by Thorne, second by Zischka, to approve the minutes of the June 29, 2017 special board meeting. Motion carried.

Rusch commented that in the minutes of the July 5, 2017 meeting, it states "Qualheim asked for a correction of her arrival time of 6:07 p.m. [for the April 25 meeting], stating she did not arrive at 6:07 but was here at around ten minutes to six." Rusch reported that the audio recording from April 25 indicates the meeting began at 5:42 p.m. as stated in the minutes and that Qualheim arrived 25 minutes and 30 seconds into the meeting, putting her arrival time at exactly 6:07 p.m., as recorded in the minutes. Zischka mentioned a typing error on Page 2. Motion by Thorne, second by Zischka, to approve the July 5, 2017 minutes with the typing correction. Motion carried.

COMMUNICATIONS: Attorney Tim Schmid submitted written report on Attorney's Institute held by League Of Wisconsin Municipalities.

REPORTS: Public Safety Committee did not meet. Chief Chaney's report on file. Wussow thanked Chief Chaney for his service to the Village, stating he turned the Police Department around 180 degrees and has done a very good job. Amend report to show that total municipal citations should be 7.

Fire Chief's report on file. Woldt gave highlights. He thanked the Police Department, Department of Public Works and EMS for their help during the June 14 flood. Woldt thanked Thorne for returning to the Board and thanked Katrina Schroeder and Chief Chaney for their service. Explained MABAS. Fill-the-Boot Campaign collected \$3,125 on the Fourth of July.

EMS report on file. Rodney Hoppe gave highlights. June report was corrected and is on file. One of the things that has changed recently is that EMS members are allowed to draw epinephrine out of a vial rather than use the epi pen. To get 10 members set up with the epi draw-up costs \$320 plus \$200 a year to change the epinephrine. Was \$1,100 a year to keep four epi pens. EMS currently has eleven members, with one resignation received this week. Five applications received, but classes are difficult to set up because technical colleges require 8-12 people per class and we only get five or six. Fourth of July was busy; Hoppe thanked Pat Trinko for bringing the Shawano ambulance in for parade. Founders Day – car seat check will be done at the fire station and he will be setting up the helicopter again.

Administrative Committee did not meet. Clerk Rusch gave update on work with Natalie Easterday of Shawano County Emergency Department to apply for state disaster relief funds.

Municipal Operations Committee met and items are on the agenda. One of the biggest things is the 20-Year CIP for Water and Sewer Utilities.

DMO report on file. Lorbiecki gave highlights and explained the 20-year Continuous Improvement Plan (CIP). Expressed thanks to President Wussow for volunteering to work the dump the day after the flood so residents were able to dispose of damaged carpets and furniture.

Zoning Board of Appeals did not meet.

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

Plan Commission met and meeting minutes are on file.

Fire Commission is meeting Wednesday, July 26, 2017

UNFINISHED BUSINESS:

L1. Building at 101 E. Green Bay Street. Chaney explained agreement with owner to have repairs completed by the end of June. Next move is to get costs on razing building. Lorbiecki added he has identified contractors for razing the building and for analyzing the environmental impact of possible asbestos. Waiting to get access to building to allow contractors to enter and provide a quote. We will need a court order to access the building if owner does cooperate.

L2. Building at 505 W. Green Bay Street. Chaney explained owner has been cited for not complying with corrections under the public nuisance ordinance. Moving to Municipal Court where an abatement order would be issued whereby village would clean up the property and costs would be billed back to the property owner

L3. Tablets for board members. Postponed to next meeting.

APPROVAL OF PAYMENTS: Motion by Thorne, second by Zischka, to approve payments. Motion carried.

TREASURER'S REPORT: Motion by Thorne, second by Zischka, to approve Treasurer's Report. Motion carried.

ANNOUNCEMENTS:

Special Village Board Meeting	Friday, July 21	4:00 p.m.
Special Village Board Meeting	Friday, July 24	6:15 p.m.
Fire Commission	Wednesday, July 26	6:30 p.m.
Regular Village Board Meeting	Wednesday, August 9	7:00 p.m.

Motion by Zischka, second by Barney, to adjourn. Motion carried. Meeting adjourned at 10:00 p.m.

Respectfully submitted,

Willa Rusch, Clerk