

VILLAGE OF BONDUÉL  
VILLAGE BOARD MEETING  
OCTOBER 11, 2017

Following the Pledge of Allegiance and moment of silence, President Sharon Wussow called the meeting to order at 7:02 p.m.

Wussow read a statement regarding the posting of the meeting.

Present: Sharon Wussow, Shawn Thorne, Luka Zischka, Barbara Wickman, Kevin Bartlett, Gina Shatters and Dick Sibert.

Absent: None.

AGENDA: Motion by Wickman, second by Shatters, to approve the agenda and deviate from the order as necessary. Motion carried unanimously.

MINUTES: Corrections: Page 2 – Librarian’s Report should state “dissolved” not “resolved.” K8. Include dollar amount for Comprehensive Plan contract. Back page – Add closed session end time and motion. Add adjournment motion and time. Motion by Wickman, second by Bartlett, to approve the minutes of the September 13, 2017 meeting with changes as presented. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS: Todd Lorbiecki, Director of Municipal Operations; Tony Escalante, Police Chief; Robbie Woldt, Fire Chief; Willa Rusch, Clerk-Treasurer; Bob Luepke, resident; Bill Kolaske, of the Bonduel Area Chamber of Commerce.

K4. Chamber of Commerce’s purchase of tables and chairs for the Village Park pavilion. Kolaske addressed Board stating that the Chamber purchased 7 tables and 49 chairs and wishes to store them at the pavilion and allow them for public usage. Lorbiecki discussed storage possibly under the stage. Chamber may buy more; goal was 7 tables and 70 chairs. If someone breaks something they’ll address the issue at that time. “Bonduel Area Chamber of Commerce” to be written on them to reduce risk of theft. Chairs were \$20; tables were \$50, less an additional 11% discount at Menard’s. Add to reservation form that they are available as a charitable donation from the Chamber; add to website and Facebook. Motion by Wussow, second by Wickman, to thank the Chamber of Commerce for their donation of tables and chairs at the pavilion and directing Lorbiecki to find storage place for them at pavilion. Motion carried unanimously. Kolaske asked the Board for a thank-you card he could read at next Chamber meeting. Rusch will prepare letter and send.

[Thorne arrived at 7:19 p.m.]

COMMUNICATION: Wussow read thank-you note from Shawano Pathways for use of Cedar Park pavilion for Bike the Barn Quilt event.

REPORTS:

Public Safety Committee met. Police Chief’s report on file. Chief Escalante added a written report to the monthly statistics report to keep Board informed of department activities. Homecoming issues were discussed. At recent firearms training held at night, night vision optics on rifles did not function properly and may need to be upgraded. We have two rifles; total price with optic attachment would cost about \$1,600. Escalante will look at trade-in values vs new purchase and bring proposal for 2018 budget, along with the radar laser. Taser cartridges are budgeted for \$300 as non-lethal equipment. We have six taser cartridges in office that were all expired. Sheriff’s office allowed him to trade the six expired lasers for four new ones that won’t expire until 2020. Will continue to look at how old our equipment is. Hasn’t heard back from health nurse regarding Bonduel Inn. Trying to resolve ways of managing our Tracks, computers in squads that come from the state for issuing citations; looking at cost savings by working with County IT Department. Annual Drug Take Back Day will be Saturday, October 28. Ladies

from Safe Haven will assist. Publish on Facebook, website and press release for radio and newspaper. County charges for Spillman program were discussed. County IT Department is offering IT service to municipalities at a cost of \$1,700 per user per year for all maintenance fees, license fees, etc. Rusch stated that IT Director Steve Hanson call her to explain program after he had spoken with Tony, adding that Shawano County's IT Department was one of the vendors she was asked to look into when the Village was in the market for a new vendor. Their service was in the idea stage at that time.

Fire Chief's report on file. Reported on results of state 2% fire dues audit. Dry hydrant at Tauchen's is down. DNR grant was approved and must stay in the budget. Fair stand proceeds \$4,007. Ag Society has not taken their share yet. Children's Hospital will receive \$550. Random Act of Kindness donation is to be used for purchase of air bottles. Bought two backup cameras at a cost of \$700 to put in tenders.

L1. Building at 101 E. Green Bay Street. Woldt distributed WI Department of Safety and Professional Services (DSPS) complaint form which can be used to file complaint with the state in order to get a state inspector to inspect the buildings. The Village does not have Commercial Buildings Delegated Authority, therefore inspections conducted by the current building inspector would not be valid in a court of law. Woldt stated state inspector Carl Frisque will do the inspection but we must file complaint to begin the process. Lorbiecki recommended we proceed with the complaint; the letter drafted by Public Safety Committee (included in packet) would not be sufficient. State inspector would have necessary authority to mandate repairs. Motion by Thorne that Village move forward with complaint to WI Department of Safety and Professional Services and to have Chief Woldt, DMO Lorbiecki, and Police Chief Escalante spearhead the process. Second by Wickman. Woldt explained outsourcing fire inspections. Motion carried unanimously. Lorbiecki stated Mike Miller went through building about a week ago. Public Safety Committee should ask him to report on his inspection.

L2. 505 W. Green Bay Street. Would be prudent to have state inspection for that property also. Motion by Thorne, second by Wickman, to have Woldt and Chief Escalante work together with WI DSPS on property at 505 W. Green Bay Street to get inspection done as soon as possible. Motion carried unanimously.

Administrative Committee did not meet. Clerk's report on file. Rusch informed Board about police officers who were not paid overtime for hours worked on holidays. It had at one time been discussed that there would be no overtime pay for non-exempt police officers for hours worked on holidays; however, there is no documentation on record, whether meeting minutes, Wage Addendum A to the Budget or Personnel Policy amendment, to indicate that such a policy was ever approved. Wickman suggested Personnel Handbook be amended to possibly take away overtime pay for non-exempt police officers for hours worked on holidays. A raise in pay for Officer Krause was also undocumented and never implemented.

2017 building permit report is included in packet. At Public Safety Committee meeting, Miller stated he would charge \$1,500 in 2018 rather than the \$2,000 for this year. Miller stated he would provide reports bi-annually. Have Miller attend Public Safety meeting to fill in blanks on building permit report.

Municipal Operations Committee met. Budget recommendations ready for Administrative Committee. Others items on agenda.

DMO report on file. Will be working with Chris Wondra of Bonduel School on charity project with children at Christmas time. Catch basin by old Kwik Trip: Todd Bovin and DOT were there yesterday and have agreed to pay the cost. They have other projects that take priority; however, this is still an approved project and just needs to go through the process.

Lorbiecki shared information he received at Leadership Shawano County – "10 Principles of a Transformational Leader." Leadership Shawano County meets for a full day on the second Thursday of the month, from September through May.

K3. Resolution to approve purchase of 2018 plow truck. Quotes include in packet. Municipal Operations Committee recommends the International chassis (\$83,500) with the Casper box and plow package (\$58,272 less \$1,900 for Universal CST plow and Uni-Tilt wing). Financing options: Lease to own from Navistar Capital - 4.35% lease rate would have driven interest cost to \$7,500. Bonduel State Bank gave a loan rate of 1.91%, and total interest would be \$2,722. We will put \$50,000 down, which covers our first-year payment followed by two annual installments. Mark Winkler of Packer City has promised \$7,500 for trade in. Lorbiecki would also like to put the 1996 plow truck out for bid with a minimum bid of \$7,500. If there are no takers above \$7,500 we will trade it in with the new truck. Bid would be with the understanding that delivery is dependent upon arrival of new truck and will contain language that the Village can accept or deny any bid. Bidders must understand that the Village will be using the truck until the new plow truck is purchased, so language in the bid should state that if something happens to the truck, both parties reserve the right to nullify or renegotiate the contract. Total cost, with interest, is approximately \$143,000. Motion by Thorne that the Village purchases the 2018 plow truck with International chassis and 330 hp engine at approximate cost of \$83,500 and the box and equipment package from Casper for approximately \$56,300 and borrow \$95,000 from Bonduel State Bank at an interest rate of 1.91% for a total package estimated cost of \$143,000 and to put the 1996 plow out for bids with a minimum bid of \$7,500 with the reserved right to reject any bids and a 5% repair clause. Second by Sibert. Bids will be opened at the November or December board meeting. Motion carried unanimously.

L4. Revised lease fees for Municipal Operations equipment. Municipal Operations Committee approved rate schedule removing the private-entities rates and using one rate for both private and interdepartmental equipment rentals. These rates are from the DOT website. Motion by Thorne, second by Wickman, to approve the newly revised lease fees for Municipal Operations equipment. Motion carried unanimously.

L3. Tablets for Board members. Postponed by consensus.

K8. Crack and seal of Village roads. Lorbiecki will be working with Matt Zierden, Manager of Shawano County Highway Department, to have the work done. Municipal Operations Committee recommended expenditures up to \$4,000 for the crack and seal of Village streets. Motion by Thorne, second by Bartlett, that the Village spends up to \$4,000 on crack and seal for Village roads. Project will be done in late October or early November. Motion carried unanimously.

Zoning Board of Appeals. Lorbiecki reported that Board met to discuss a fence location. There was an issue with showing a hardship and with the possibility of buried utility lines. Board instructed property owner to have Digger's Hotline mark the lines. ZBA will meet Monday, October 23 at 4:30 to inspect the property and make final determination. Property was not surveyed. Importance of the ZBA decision is that the variance is that it runs with the land and will affect future property owners. If it is not approved, owner would have to move the fence.

Library Board. Shatters thanked Wickman for bringing snacks to recognize the Library Board members at their final meeting. Head Librarian Allison Schultz understands that the County will hire her and she would have to work all the hours. Assistants would have to apply for a position and would be part of a pool available to work at any County branch. Wussow mentioned that in their presentation, County representatives had stated that all employees would be hired. They also stated the County would not change the hours. Shatters will address these issues in her meeting with them. County workshop scheduled for October 24. Library Board gave some raises; information is contained in minutes of September 25 meeting which are included in packet.

Plan Commission met and increased budget. Next meeting is October 30 at 6:00 pm.

Fire Commission met and Chief Woldt turned in the 2018 budget. Next meeting October 25 at 6:30 p.m.

K1. Per diems. Delete Wickman as committee member. Change header to "3<sup>rd</sup> Quarter Per Diems." Motion by Thorne, second by Wickman, to approve third quarter per diems. Motion carried unanimously.

K2. Operator's license applications. One applicant (Abigail Tauchen) had an underage drinking conviction but did not list conviction on application. Under the point system she would still be approved. License can be approved with the contingency that she correct her application. Christian Dalla Santa has a lengthy record of not following the law. There is a fifth offence operating after suspension on April 15. Applicant just turned 21. There are numerous police contacts and there are law enforcement alerts on her background check. Motion by Wickman, second by Thorne, to approve operator's licenses for Kathleen Kinney and Kelli Vanderzanden, to approve operator's license for Abigail Tauchen contingent upon her correcting her application to show conviction, and to deny operator's license for Christian Dalla Santa. Motion carried unanimously.

K7. 2018 Budget. Cost of Comprehensive Plan Update will be shared by all departments: Sewer, Water, Municipal Operations, Public Safety, Plan Commission, Village and TID. Several items are yet to be decided and will be added by committees. Board went through the budget worksheets and made changes to various line items.

APPROVAL OF PAYMENTS: Rusch explained additions of late-arriving bills totaling \$1,091.14. Motion by Thorne, second by Bartlett, to approve payments with additions as presented. Motion carried unanimously.

TREASURER'S REPORT: Motion by Wickman, second by Shatters, to approve Treasurer's report as printed. Motion carried unanimously.

ANNOUNCEMENTS:

October 16	Zoning Board of Appeals	4:30 p.m.
October 18-20	League Conference (Sharon attending)	
October 23	Public Safety Committee	5:30 p.m.
October 24	County Library Fall Workshop	9:00 a.m.
October 25	Fire Commission	6:30 p.m.
October 30*	Plan Commission	6:00 p.m.
November 1	Administrative Committee	5:00 p.m.
November 3	Police & Fire Commission Workshop, Wisconsin Dells (Sharon attending)	
November 14	Bonduel Area Chamber of Commerce at Red Rooster	

\*Subsequently changed to November 9

Motion by Thorne, second by Sibert, to go into closed session for approximately five minutes for the purpose of discussing personnel issues. [Pursuant to Wis. State Statutes, Chapter 19, General Duties of Public Officials, subchapter V, 19.85 exemptions (1)(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 was taken. Motion carried unanimously. Board went into closed session at 10:51 p.m.

Motion by Thorne, second by Siebert, to return to open session. Roll call vote was taken. Motion carried unanimously. Board returned to open session at 12:14 a.m.

Motion by Wickman, second by Thorne, to adjourn. Motion carried unanimously. Meeting adjourned at 12:15 a.m.

Respectfully submitted,

Willa Rusch, Clerk