

VILLAGE OF BONDUEL  
VILLAGE BOARD MEETING  
WEDNESDAY, OCTOBER 9, 2019

Following the Pledge of Allegiance and moment of silence, President Russ Gehm called the meeting to order at 6:00 p.m.

Gehm read a statement regarding the posting of the meeting.

Present: Russ Gehm, Renell Bartlett, Tim Kelley, Brenda Staszak, Randy Wenstadt, and Barb Wickman. Excused absent: Kay Zuleger.

AGENDA: Motion by Staszak, second by Wenstadt, to approve the agenda as presented and deviate from the order as necessary. Motion carried unanimously.

Bartlett arrived at 6:01 p.m.

MINUTES. Motion by Kelley, second by Staszak, to approve minutes from the September 11, 2019 and September 25, 2019 Village Board Meetings with noted changes. Motion carried Unanimously.

ACKNOWLEDGEMENT OF CITIZENS AND OPEN FORUM: Antonio Escalante, Police Chief; Todd Lorbiecki, Director of Municipal Operations; Michelle Maroszek, Clerk; Kevin Wagner, Ruckert-Milke; Joe Dawidziak, Bonduel School District Administrator; and Chris Gamm, Shawano County Police Department.

Joe Dawidziak, brought the water bill the school received for a meter issue that was a Village mistake. Dawidziak stated that the school was going to pay it, but was not happy that the school was billed for a Village mistake. The School District purchase property on Shioc Street, in looking at the certified survey map, part of the Village road is on their property. The District could have the Village move the road off of their property or could tell the Village they have to purchase the footage that is over, but school will not be asking the Village for either. Dawidziak just wanted to make the Village Board aware of the situation. The Village and School District will hold another joint board meeting on November 18, at 6:00 p.m. Meeting will be held at the school and the district will take care of the agenda.

K1. LRIP and MLS Grant road projects for 2021 (CIP). Kevin Wagner from Ruckert – Mielke was in attendance and shared that the Capital Improvement Plan was updated in 2011 and 2014, and that it was time to do updates to the plan once again. Wagner walked the board through the CIP Draft and explained the data being presented. Lorbiecki shared there are a couple

grants, which are paid on project completion, that the Village could pursue for additional funding. Lorbiecki stated the LRIP Grant application is due Oct. 30, and MLS Grant application is due Dec. 6. If the grants are awarded, the Village would have 5-6 years to complete the projects. The projects that would be completed with these grants would be Adams Street and Ganschow Street. Wagner also, presented the water and sewer annual rate increase to help cover costs of scheduled road projects. Motion by Kelley, second by Wenstadt, to move forward with the LRIP and MLS grant applications for Adams and Ganschow Streets. Motion carried unanimously. The Board was asked to review the proposed CIP for any changes for the October 23, 2019 meeting.

K2. LRIP 2016 grant road projects for 2020 Legion Street project. Municipal Operations is recommending the Village commit to the Legion Street project in 2020. Lorbiecki shared that LRIP 2016 Grant of \$10,000 was not used and if the Village does not use it by June 2121, the Village loses the grant money. The total project cost for Legion Street would approximately be \$39, 600, with the \$10,000 grant to be paid once the project was completed. Lorbiecki needs to file a substitution and get approval to use the Second Street grant money on Legion Street. Motion by Wickman, second by Bartlett, to pursue applying for the substitution for the Legion Street project and report back to the Board next month. Motion carried unanimously.

K3. Ehlers Phase I and Phase II of TID extension. Municipal Operations has been exploring the option of extending the TID to 2024. Phase I of the project would be to look at the TID numbers to see exactly where the Village is sitting if the TID is closed. This would help determine if the Village can afford to close the TID in 2121 or if the TID should be extend to 2024. Phase II would be assistance with the filing of the three-year extension of the TID, if that is what the Village wants to pursue. If what Ehlers discovers in Phase I shows that Phase II is not needed, Ehlers would not charge the Village for Phase II. Motion by Bartlett, second by Kelley to contract with Ehlers for Phase I and Phase II of the TID Extension, and contracted services will be paid for out of the TID Fund. Motion carried unanimously.

K4. Ehlers Phase I and Phase II on water rate application and rate case assistance and Phase III long range cash flow analysis. Municipal operations have been working with Ehlers to come up with a plan on water rate increases and cash flow of the water utility. Ehlers has proposed a three-phase plan for the analysis of the water utility. Phase I would be a review of all information. Phase II would be the utility rate study. Phase III would look at the long-range cash flow of the utility. Motion by Bartlett, second by Wickman, to contract with Ehlers for Phase I, II, and III on the water rate application, rate case assistance and long-range cash flow analysis. Motion carried unanimously.

K12. Purchase of 2020 F-150 Responder Crew Cab for new police squad. Chris Gamm asked the Board if he could speak in regards to the F-150. Gamm expressed in his opinion the Village did not need an F-150 and presented reasons for not purchasing a truck of this size. Gamm suggested to keep the money in budget for a new squad and wait until a new Police Chief is hired at which point, they could make the decision on the vehicle. Motion by Wickman, second by Bartlett, to postpone the purchase of the squad until a new Police Chief is found, but to keep the money in the budget for the squad and to remove the agenda item until ready to discuss the squad purchase. Motion carried unanimously.

K13. Full time police officer or keeping staff the same for 2020 budget. Chris Gamm shared that the Village has some options in regards to staffing of the department. Gamm stated that finding part-time officers at wage the Village is paying is hard. Gamm suggested that the Village explore the options before hiring a full-time employee. This is something else that should wait until a Police Chief is found. Motion by Wickman, second by Bartlett, to postpone the hiring of a full-time officer until a new Police Chief is hired and to remove the agenda item until ready to move forward. Motion carried unanimously.

K6. Sewer Service Charges for Force Main N4096 County K. Deer Camp is currently the only one on the Village sewer service going to Shawano. Due to the recent fire at Deer Camp, the usage has stopped, but the sewer service is still at the location. Municipal Operations committee is recommending to prorate usage through the date of fire and to continue billing the property the base rate for sewer service. Motion by Kelley, second by Staszak, to approve the prorating for usage through the date of the fire and to continue to bill for the sewer base charge. Motion carried unanimously

Kelley left at 7:56 p.m.

Kelley returned at 7:58 p.m.

K7. Garbage Invoice Policy. Lorbiecki explained that there have been residents who want to have the refuse fee removed from their bill. Since the refuse costs are shared among all residents, this is not a fee that would be removed if a resident chooses not to use garbage pickup or the landfill. This policy would clarify that the refuse charge is to be charge whether or not a refuse is being used. Motion by Wickman, second by Bartlett, to adopt the garbage invoice policy as presented. Motion carried unanimously.

K8. New Fund account for cell tower rent revenue. The Municipal Operations committee is recommending a new Fund Account 510 be set up and the rent money from the cell tower be placed in that fund. This money would accumulate in this fund and would be at the discretion of the Village Board on how it would be used. Motion by Wickman, second by Bartlett, to direct

Maroszek to create a new Fund Account 510 with a cash revenue account, for the cell tower rent money and that money used from this account would be determined by the Village Board. Motion carried unanimously.

K9. Operator's License Applications. Escalante stated she meets the qualifications according to Village operator's application, but has lengthy list of offenses. Motion by Staszak, second by Kelley, to approve the operator's license for Brittny Ort. Motion carried unanimously.

K10. Per Diems. Motion by Bartlett, second by Staszak to approve Wickman's two additional per diems along with the other per diems as presented. Motion carried unanimously.

K11. Commissions and Committees. Gehm stated that Tim Kelley wanted to be removed from Plan Commission, due to work schedule and can't attend meetings regularly. Gehm asked board if anyone else was interested in filling the spot. By consensus the Board moved agenda item to the next meeting to give members time to think about being on the commission.

COMMUNICATIONS/PETITIONS/CORRESPONDENCE: A thank you card was received from Bike the Barn Quilts for allowing the use of Cedar Park for their event. The Board received an invitation to the Grand Opening of the new Shawano County Human Services complex being held on November 2, 2019.

REPORTS:

Public Safety Committee. Minutes on file. A couple items have moved forward to the Board for approval.

Police Department Report. Report on File. Chief Escalante stated that with his resignation, the Drug Take Back event on October 26<sup>th</sup>, may need to be cancelled since there is no one scheduled to work. After next week, Friday, October 18<sup>th</sup>, there will be no police coverage in Bonduel. The dog on dog issue from a few weeks ago has been handled, citations have been issued, the dog owner has been notified on the Pitbull ordinance and currently waiting on owner to comply with ordinance.

Fire Department Report. Report on File.

EMS Report. Report on file.

Administrative Committee. Minutes on file. Committee worked through budget and is recommending the numbers to the Board for approval.

Clerk Report. Report on file. Maroszek shared the Wisconsin Election Commission has released an Election security subgrant. Municipalities are eligible for up to \$1,200 to use toward hardware, software, IT services and training.

Municipal Operations Committee. Minutes on file. Several items have been moved to Board for approval.

Municipal Operations Director Report. Report on file. Lorbiecki reminded the Board of the November 14<sup>th</sup> meeting with the WI DOT on the Hwy 117 Road project being held at Village Hall from 4:00 p.m. to 6:00 p.m.

Zoning Board of Appeals. Minutes on file. Board granted the variance for Krueger International; all papers are being recorded with the register of deeds this week.

Library Board. Report on file.

Plan Commission. Minutes on file. Will be meeting on October 21<sup>st</sup> with the Village businesses.

Ad Hoc Committee. Minutes on file. Next meeting is October 14<sup>th</sup>, will be working on finishing up on zoning districts, new telecommunication ordinance and flow charts.

Fire Commission. Minutes on file.

K14. 2020 Budget. Board reviewed budget worksheets to ensure all accounts had a projected 2019 and a proposed 2020 number. By consensus the Board agreed to move item to the budget meeting on October 23.

K15. 2020 Water Utility Budget. Wickman stated that Municipal Operations are still working on finalizing the water budget. Motion by Wickman, second by Bartlett, to postpone the approval of the 2020 Water Utility Budget to the November meeting. Motion carried unanimously.

K16. 2020 Sewer Utility Budget. Municipal Operations is recommending the approval of the 2020 Sewer utility budget. Motion by Wickman, second by Bartlett, to approve the 2020 Sewer Utility Budget, with noted correction to interest income. Motion carried unanimously.

M. Approval of Payments. Motion by Wickman, second by Bartlett, to approve the October 2019 payments for the Village, Fire Department and EMS. Motion carried unanimously.

N. Treasurer's Report. Motion by Wickman, second by Staszak, to approve the treasurer's report as presented. Motion carried unanimously.

Motion by Wickman, second by Bartlett, to combine K17 and K18 Closed sessions into one session. Motion carried unanimously.

K17 and K18. Closed Session. Motion by Wickman, second by Bartlett, to move to closed session for approximately five minutes to discuss addendum A and evaluation and hiring Police Chief and Interim Chief. [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 vote was taken. Motion carried unanimously. Board moved to closed session at 9:11 p.m.

Motion by Kelley, second by Bartlett, to return to open session. Roll call vote was taken. Motion carried unanimously. Board returned to open session at 10:27 p.m.

Motion by Staszak, second by Wenstadt to post for the Police Chief Position on WILENET, Facebook, Website and The Shawano Leader the next two Saturdays, with an application deadline of November 14<sup>th</sup>. Motion carried unanimously.

Motion by Kelley, second by Wenstadt, to adjourn. Motion carried unanimously. Meeting adjourned at 10:34 p.m.

Respectfully submitted,  
Michelle Maroszek, Clerk/Treasurer