

VILLAGE OF BONDUEL
VILLAGE BOARD MEETING
WEDNESDAY, MAY 13, 2020

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

Gehm announced that this meeting was being offered as a virtual meeting and read the statement regarding the posting of the meeting.

Present: Russ Gehm, Renell Bartlett, Brenda Staszak, Tim Kelley and Kay Zuleger. Video Conference: Barb Wickman.

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

MINUTES. Motion by Staszak, second by Wickman, to approve the minutes from the April 21, 2020 Village Board Meeting with noted changes. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS AND OPEN FORUM: Jesse Rankin, Director of Municipal Operations; Michelle Maroszek, Clerk; Brian Roemer, Ehlers; Kay Hottenstine, Trustee Candidate; Gina Shatters, Bonduel Civic Association; Windy Perry, Tim Bosman, and Riley Bosman, Eagle Scouts; Nathaniel Johnson, Village resident. Video Conference: Eric Krause, Police Chief.

REPORTS.

Public Safety Committee. Minutes on file. Zuleger reported there are few items moving forward for Board approval on this agenda.

Police Department Report. Report on file.

Fire Department Report. Report on file.

EMS Report. Report on file.

Administrative Committee. Minutes on file. Staszak reported committee will be meeting with all employees on Tuesday, May 19 at 2:00 p.m. to discuss Wisconsin Retirement System and Wisconsin Deferred Compensation programs.

Clerk Report. Report on file.

Municipal Operations Committee. Minutes on file. Wickman shared that Municipal Operations met with the Bonduel Bat and Ball Club and have resolved the issue with the batting cage at Cedar Park. The Club is not sure if they will be doing a ball program this year due to the COVID-19. Committee is still working on the 20-year CIP plan as it relates to future street projects.

Municipal Operations Report. Report on file. Rankin stated that the sewers were jetted this past week. The Jacob Thorne Memorial Basketball Court at Village park is moving forward with excavation and concrete work to be done in the coming weeks.

Fire Commission. Minutes on file.

Municipal Board of Canvassers. Minutes on file. The Municipal Board of Canvassers met on April 13, 2020 to tally the results of the April 7th Election. Due to the COVID-19 and high number of absentee ballots due dates were extended for return.

K1. Ehler's Water Rate Study. Brian Roemer, Ehlers, presented the water rate study to the Board. The study showed current and future cash flow for the water utility. Water rates are regulated by the state. In order to increase rates, the Village needs to file for a simplified rate increase or a conventional rate increase. A simplified rate increase takes about 45 days, whereas a conventional rate increase takes about 12 months. Roemer will review the Village PSC audit reports to determine what type of increase to request. The water utility should be able to sustain on its own, currently the Village TIF funds are helping support the water through a past interfund loan. Roemer will make recommendations on the rate increase to the Municipal Operations Committee to review, which will then come back to the Board to approve.

K2. Bonduel 4th of July Celebration. Gina Shatters from the Bonduel Civic Association was present to discuss the Village's thoughts on holding the 4th of July Celebration this year due to the COVID-19. The Civic Association has not made a decision at this point. Currently, the Civic is thinking there will be no bike raffle or polka band during the day. The Association is not sure on the celebration including the parade and fireworks. Shatters has had several community members expressed concern about having the 4th of July Celebration. Several of the Board members thought that the events should still take place and that the public can make their own decision on whether to attend or not based on comfort level. By consensus the Village Board and Civic Association would like to review again at the June meeting, and directed Shatters to obtain the Fireworks permit and Liquor License for the event.

K3. Eagle Scouts Electronic Recycle Drive. Eagle Scout, Riley Bosman, would like to do an electronic recycle drive in the Village for his Scout project. There would be no cost to the Village or the community for items brought to the drive. The drive would be held at the old Kwik Trip parking lot of June 6th. Bosman is still working with recyclers to participate in the drive that would take the recycled items at little or no cost to him. Motion by Bartlett, second by Kelley, to approve Riley Bosman's electronic recycle drive for his Eagle Scout project on Saturday, June 6th. Motion carried unanimously.

L3. Village Trustee. The Board interviewed trustee candidate Kay Hottenstine. Motion by Staszak, second by Zuleger, to appoint Kay Hottenstine as Village Trustee with term ending in April 2022. Motion carried unanimously.

L4. Part-time Officer Hiring and Equipment Policy. Public Safety has reviewed the hiring and equipment policy Chief Krause has put together. This new policy would help recoup costs associated with new hires and equipment needs. The policy is a repayment of equipment based on time served by new hires. Motion by Bartlett, second by Staszak, to approve the part-time officer hiring and equipment policy as presented. Motion carried unanimously.

L5. Medication/Drug Drop Box. Senior Girl Scouts Emily Krause and Alice Maas would like to place a locked medication/drug drop box at Village Hall for unused pills. This box is part of their Girl Scout Silver Award project. The Bonduel Police Department would be responsible for emptying the box and disposing of the contents. Motion by Zuleger, second by Kelley, to approve the placement of the medication/drug drop box at Village Hall. Motion carried unanimously.

K6. Animal Control Officer. The current animal control officers have retired. The Public Safety committee would like the Village to post for the open animal control officer position. This position would pick up stray dogs or cats that have been reported to dispatch. The question was asked about age requirements for the officer, the board felt that the candidate should be 18 years of age. Motion by Zuleger, second by Bartlett, to post the hiring of an animal control officer on Facebook and the Village website. Motion carried unanimously.

K12. Closed Session. Motion by Kelley, second Zuleger, to moved to closed session for approximately five minutes to discuss the hiring of a part-time police officer. Inviting Chief Krause, and Clerk, Maroszek to attend. [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 moved to closed session at 7:10 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 7:21 p.m.

Motion by Kelley, Second by Zuleger, to hire Drake Feriancek as a part-time police officer, contingent on favorable background check and pre-employment tests. Motion carried unanimously.

K7. Interfund Borrowing for Legion Street project. Municipal Operations is recommending an interfund loan borrowing from the 100 fund to pay for the Legion Street project. The borrowed money will be paid back over a period of five years with interest. Motion by Bartlett, second by Wickman, to introduce Resolution 2020-10, to approve the interfund loan between the general fund and capital project fund, with an amortization schedule of five years. Roll call vote was taken. Motion approved unanimously.

K8. 2021 Village Budget timeline. Maroszek explained that the County would like the Village budget completed in November versus the first part of December. The Administrative Committee has revised the budget timeline for approval. Motion by Bartlett, second by Hottenstine, to approve the new 2021 Village budget timeline as presented. Motion carried unanimously.

K9. Budget Guidelines for Capital Equipment purchases. Municipal Operations committee is recommending to change the capital budget requests to \$2,500, this would better align with the purchasing policy amount for each department. Motion by Staszak, second by Bartlett, to increase the capital equipment purchase requests from \$1,000 to \$2,500. Motion carried unanimously.

K10. Liquor License for American Legion Post 217. The American Legion's baseball season has been cancelled due to COVID-19. Maroszek asked the Board what to do with the fees that have already been paid. By consensus Maroszek will contact the American Legion about a refund or a credit and agenda item will be added to the June Board meeting for action.

K11. Class B Beer and Liquor. The Village received a request from the WI Tavern League asking the Board to consider reducing the fee for Class B Beer and Liquor license for establishments that have been closed due to the COVID-19. The Board discussed and felt that most establishments have paid their license fees for 2020-2021, and no one has asked for a refund or reduction in license fees. By consensus the Board agreed to remove the agenda item and no action was taken. If the Village received any requests from establishments on license fees, the Public Safety committee would review the request.

L1. Park Rental Agreement regarding insurance clauses. Village Attorney Vande Castle, has provided additional language on tents for the park rental agreement. Motion by Wickman, second by Hottenstine, to approve the park rental agreement with changes and additional language regarding tents. Motion carried. Aye – Gehm, Wickman, Bartlett, Hottenstine, and Staszak. Nay- Zuleger and Kelley.

L2. COVID-19 Orders and Events. The Board discussed the Village Wide Rummage sale and putting new dates out to the public. At this point the Board would like to bring it back to the June meeting to discuss. Village offices will all be open to the public starting Tuesday, May 26th. A question came up about Park facility rentals, the first rental the Village has is on Saturday, June 6th. The Director of Municipalities is to follow state orders in regards to the parks.

L4. Appointments to Boards, Commissions, and Committees. Gehm recommended that Hottenstine be on the Administrative Committee and Municipal Operations Committee, and that Kelley fill the opening on Plan Commission. Motion by Bartlett, second by Zuleger, to approve the appointments of Hottenstine to the Administrative and Municipal Operations committees and Kelley to the Plan Commission. Motion carried unanimously.

M. Approval of Payments. Motion by Wickman, second by Bartlett, to approve the April and May payments as presented. Motion carried unanimously.

N. Treasurer's Report. Motion by Bartlett, second by Zuleger, to approve the March and April Treasurer's report as presented. Motion carried unanimously.

Motion by Kelley, second by Staszak, to adjourn. Motion carried unanimously. Meeting adjourned at 8:04 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk/Treasurer