

VILLAGE OF BONDUEL
VILLAGE BOARD MEETING
WEDNESDAY, JUNE 10, 2020

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, Kay Hottenstine, Barb Wickman, and Kay Zuleger.

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

MINUTES: Motion by Kelley, second by Zuleger, to approve the minutes from the May 13, 2020 Village Board meeting as presented. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS AND OPEN FORUM: Gina Shatters, Bonduel Civic Association; Pam Schmidt, Deb Wolf, and Haley Wolf, Celebrate Bonduel; Michelle Maroszek, Clerk; Jesse Rankin, Director of Municipal Operations; Robbie Woldt, Fire Chief; and Eric Krause, Police Chief.

REPORTS.

Public Safety Committee. Minutes on file. The Committee reviewed all the liquor licenses renewals and the operators' license applications for approval. The fireworks application was also reviewed for the 4th of July and have moved to the Board for final approval.

Police Department Report. Report On file. New part-time police officer, Drake Feriancek, has begun his field training. All police officers are certified in their fire arm training.

Fire Department Report. Report on file. The department will be working on testing hoses.

EMS Report. Report on file.

Administrative Committee. Minutes on file. Committee met with all the Village employees in regards to the Wisconsin Retirement System and Wisconsin Deferred Compensation. Approval of the WRS program has moved to the Board for review.

Clerk Report. Report on file. Board of Review was held on June 3. There was only one change to the rolls at the open book. There are two grants available to the Village to recover costs associated with the COVID-19. Both grants have just been announced and will have more information in the following weeks.

Municipal Operations Committee. Minutes on file. Committee continues to work on reviewing the water rates and the CIP plan. Meeting start time will be moved to 6 p.m.

Robbie Woldt left meeting at 6:10 p.m.

Municipal Operations Report. Report on file. The Wisconsin DOT has mailed letter to residents about the Hwy 117 project. Due to the COVID, the WI DOT will not be having a live meeting to discuss the project. Residents are encouraged to participate in an online survey. The Legion Street project will be overbudget, due to on site modifications from the original plan.

Library Board. Gina Shatters was present. The Bonduel Library is currently only open by appointment. The Library Board is following the Department of Instruction guidelines as it relates to the COVID-19 and will address library hours at the next meeting.

Plan Commission. Minutes on file. A public hearing was held at the last meeting to consider requests for conditional use permits. Several items have moved to the Board for approval.

Board of Review. Minutes on file.

Motion by Bartlett, second by Staszak, to combine agenda items K13. Discussion and possible action on Celebrate Bonduel 4th of July Event and L2. Discussion on 4th of July Celebration with Bonduel Civic Association. Motion carried unanimously.

K13. Celebrate Bonduel 4th of July Event and L2. 4th of July Celebration with Bonduel Civic Association. The Bonduel Civic Association has been working with the Bonduel School, State of Wisconsin and the local health department, to make a decision on whether to hold the annual 4th of July Celebration. Shatters has had contact with the School District about using school premise for the parade line up, per Shatters the school is checking with their insurance and legal counsel. The Civic Association will be meeting with the Shawano County Health Department next week, Wednesday, June 17, to determine if they can hold the event. The group has not heard back from the State health department, but should hear back in the next week. In years past, the Civic Association was in need of last-minute volunteers. The Board asked if there would be enough volunteers to run the event if a decision was made only a few weeks before the event. Shatters felt there would be enough volunteers to run the event. There will be no bike raffle this year and the Civic Association is not sure on the Fireworks. They currently have a band booked for the evening and will have food and beverages, if the event happens.

Wickman questioned if the Village Emergency/Disaster Committee has met during the COVID-19 pandemic. The Emergency Committee should have met to layout guidelines for the Village and how to handle events during the pandemic. Wickman also questioned what the current CDC guidelines were for gatherings.

Pam Schmidt, Celebrate Bonduel, spoke with the Shawano County Health Department earlier today about holding the 4th of July event. The Health Department is not stopping any event from happening. It is the people's choice whether to attend an event or not.

Gina Shatters left meeting at 6:30 p.m.

Schmidt shared the Civic Association has not been in contact with any of the local organizations about their plan for the 4th of July. Celebrate Bonduel is moving forward with a down town event, to promote business at local establishments, after the parade. The group would like to close down County Road BE, Church Street, Legion Street and possibly Hwy 117 if they can get approval from the State. The roads would be closed until approximately 6:00 p.m. If the Civic Association decides not to hold their event, Celebrate Bonduel will continue to hold the parade. Celebrate Bonduel has spoke with the school and would need to complete a hold harmless agreement to use the school premise for parade line up.

The Police Chief and the Director of Municipalities have already given the okay to close the Village streets for the event. Chief Krause has already received permission to close County Road BE and is waiting to hear back from the State about Hwy 117. Wickman questioned if the Village could legally be held liable for an outbreak due to allowing the event. Board member suggested that signage be displayed at the event about social distancing.

K11. Bonduel Civic Association's Fireworks Permit. Public Safety Committee and the Fire Chief have reviewed the Civic Associations Fireworks permit. The Village would still need payment for the permit and the certificate of insurance if the event takes place. Motion by Wickman, second by Bartlett, approve the Bonduel Civic Association's Fireworks permit, contingent on providing insurance coverage and payment for the permit. Motion carried unanimously.

K12. Bonduel Civic Association's Picnic License. Public Safety Committee and the Police Chief have reviewed the picnic licenses for the Bonduel Civic Association. Motion by Kelley, second by Bartlett, approve the Bonduel Civic Associations Picnic license for the 4th of July Celebration, with noted change to remove the car show on the application. Motion carried unanimously.

K14. Refund of liquor license American Legion. The American Legion's baseball season was canceled due to the COVID-19, the organization would like a refund for the liquor license. Motion by Wickman, second Staszak, to approve the refund of the American Legion's 2020 liquor license fee of \$50.00. Motion carried unanimously.

K15. 2020-2021 Liquor License applications. All liquor licenses have had background checks and have been reviewed by the Public Safety Committee. Public Safety is recommending the approval of all licenses. Two of the licenses will need to have an additional signed conditional letter with the establishment owners. Motion by Kelley, second by Hottenstine, to approve the 2020-2021 liquor

license applications including the two establishments with conditional letters. Motion carried unanimously.

K16. 2020-2021 Operator's License applications. All operators' licenses have had background checks and have been reviewed by the Public Safety Committee. There are four additional applications that were received after the Public Safety Committee meeting. Motion by Kelley, second by Zuleger, to approve the 2020-2021 operators' licenses, including the four additional applicants. Motion carried unanimously.

K1. Conditional Use Permit request from Dan and Alvin Beachy for property located at 701 S. Cecil St. The Plan Commission has reviewed Dan and Alvin Beachy's request to raise beef cattle on their property. The Commission is recommending the approval of the Conditional Use Permit with noted conditions. Rankin would like an additional note added to the Conditional Use Permit, that equine on the property will have an animal unit count of one. Motion by Kelley, second by Hottenstine, to approve the Conditional Use Permit to raise beef cattle on the property located at 701 S. Cecil Street, with additional statement on equine to be added. Motion carried unanimously.

K2. Conditional Use Permit request from Esteban Vargas for property located at 111 E Green Bay St. The Plan Commission has reviewed Esteban Vargas's request to operate a martial arts instructional facility at 111 E. Green Bay Street. The Commission is recommending the approval of the Conditional Use Permit with noted conditions. Motion by Bartlett, second by Staszak to approve the Conditional Use Permit to operate a martial arts instructional facility at 111 E Green Bay Street. Motion carried unanimously.

K3. Handicap accessible ramp at 109 E Green Bay St. The Plan Commission has reviewed the request for the construction of a handicap accessible ramp at 109 E Green Bay Street. Rankin explained the location of the ramp in the front of the building. Without an actual drawing of the ramp, Rankin is not sure the ramp will meet the ADA standards. By consensus the Board agreed to move agenda item to the next Board meeting when a diagram of the ramp can be presented that meets ADA standards.

K4. Amend Ordinance Sec. 115-12(2)(14) C-1 General Commercial District Conditional Use. Last fall the Plan Commission reviewed sec. 115 of the Village code. Part of the review was to issue Conditional Use Permits to all residential homes located in C-1 to be in compliance with the new code. The Plan Commission has incorporated the updated language to C-1, and is recommending the Board to approve the amendment to the ordinance. Once the ordinance is approved and published, the Plan Commission will hold a public hearing and recommend the conditional use permits for all properties affected. Wickman noted that the Commission will need to do the same thing for the residential homes located in the M-1 Industrial District.

Motion by Staszak, second by Bartlett, introducing Ordinance 2020-02, to amend Sec. 115-12(2)(14) C-1 General Commercial District Conditional Use. Roll call vote was taken. Motion carried unanimously.

K5. Resolution of inclusion under the WI Retirement System for employees. The Administrative Committee met with the Village employees and reviewed the WI Retirement System. Employees interested in the WRS would begin the new retirement program January 1, 2021. WRS offers a one-time opt out for any employees not wanting to participate in retirement program. All new employees would be required to enroll in WRS. The percentage rate of contribution is determined by the WRS each year. The employer and employee both contribute the same percentage rate to the program. Motion by Bartlett, second by Wickman, introducing Resolution 2020-11, to approve moving forward with the Wisconsin Retirement System program to begin January 2021. Roll call vote was taken. Motion carried unanimously.

K6. Wisconsin Deferred Compensation and match for existing employees not participating in WRS. The Administrative Committee is recommending that current employees who opt out of the WRS program can stay on the WI Deferred Compensation program. The Village would match at the same percentage rate for the year that is required through WRS. Employees would continue to contribute at their current percentage rate. Motion by Wickman, second by Zuleger, to approve existing employees who choose not to enroll in the WI Retirement System, can remain on WI Deferred Compensation at their current contribution rate and the Village will match the determined contribution rate of the WI State Retirement. Motion carried unanimously.

K7. Ehlers proposal for TID preparation and Joint Review Board annual meeting. Ehlers has put together a proposal for the Village to assist with the State TID requirements. With the extension and closing of the TID in the next five years, the Administrative Committee is recommending we utilize Ehlers to prepare a supplemental report and to attend the Joint Review Board annual meeting. Motion by Kelley, second by Zuleger, to approve Ehlers preparing the supplemental report and attending the JRB annual meeting, charges for professional services will be taken from the TID Fund 400. Motion carried unanimously.

K8. Repair of Cedar Park fencing on lower field. Rankin presented the quotes to repair the fencing at Cedar Park. Municipal Operations would like to use the money that was budgeted for the park drainage project to repair the fence. Maroszek reminded the Board, that the money for the park drainage project is not actually in the budget. The Village was going to borrow the money from fund 100 until a new G.O. Bond was issued for a street project. The street project has since fell through. By consensus the Board agreed to table the agenda item until next meeting, allowing Municipal Operations to check budget for funding.

K9. Repair of sewer main, manholes, and laterals. With the recent televising of the Village sewer system, several leaks and water issues have been found. Municipal Operations is recommending

the repairs be done which will cut down on the sewer charges being paid to the Wolf Treatment Plant. Motion by Bartlett, second by Hottenstine, to approve the repairs to the sewer main, manholes and laterals with work to be done by Great Lakes TV-Seal, Inc. Motion carried unanimously.

K10. Renewal of Village insurance policy and consideration of Social Engineering and no-fault sewer insurance. The Administrative Committee has reviewed the insurance renewal and is recommending the Village also purchase the optional Social Engineering fraud insurance. Municipal Operations has reviewed the optional no-fault sewer insurance and does not recommend purchasing the policy at this time. Motion by Zuleger, second by Bartlett, to approve the renewal of the Village insurance policy and to add the optional social engineering policy to the Village coverage. Motion carried unanimously.

K17. Bonduel Municipal Code Sec. 2-83 – Ethical Standards and Regulations. Gehm reminded the Board that the Village ethical standards and regulations are reviewed each year. Board members did not have any questions.

L1. COVID-19 orders and events. The Village wide rummage sale was postponed due to the COVID-19. By consensus the Board agreed to not reschedule the Village wide rummage sales this year and to remove the item from the agenda.

K19. Resolution to approve the 2019 CMAR-Compliance Maintenance Annual Report. Rankin explained the Compliance Maintenance Annual Report. Motion by Bartlett, second by Wickman, introducing resolution 2020-12 approving the 2019 CMAR. Roll call vote was taken. Motion carried unanimously.

M. Approval of Payments. Motion by Wickman, second by Staszak, to approve the June payments with noted additions. Motion carried unanimously.

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

Tim Kelley left meeting at 7:55 p.m.

K18. LWMMI "In the Scope of Your Authority; Preventing Public Officials Liability" video. Board watched DVD video.

Motion to Zuleger, second by Staszak, to adjourn. Motion carried unanimously. Meeting adjourned at 8:14 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk/Treasurer