

VILLAGE OF BONDUEL
VILLAGE BOARD MEETING
WEDNESDAY, OCTOBER 14, 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. Via Teleconference: Kay Zuleger.

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

MINUTES: Motion by Kelley, second by Bartlett, to approve the minutes from the September 9th and September 23rd Village Board meetings as presented. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS AND OPEN FORUM: Alan Kohn, David Battenberg, and Elli Inman, Bonduel FFA; Nathanael Johnson, Village Resident; Jesse Rankin, Director of Municipal Operations; Eric Krause, Police Chief; Michelle Maroszek, Clerk. Via Teleconference: Brian Roemer, Ehlers.

K1. Resolution authorizing the issuance and sale of \$1,660,000 General Obligation Promissory Notes, Series 2020A. The Village Bond sale was held on October 14 at 10:00 a.m. The sale went well. The Village was awarded a premium bid, which reduced the General Obligation to \$1,605,000. The proceeds will be used to pay off the 2009A refunding loan and the 2016 Water Interest only bond. Additional proceeds or the new money will be used for upcoming road projects. In issuing the new notes, the Village saved approximately \$53,000 in obligation payments. Motion by Wickman, second by Bartlett, introducing Resolution 2020-20, authorizing the issuance and sale of \$1,605,000 General Obligation Promissory Notes, Series 2020A. Roll call vote was taken. Motion carried unanimously. Aye – 7, Nay – 0.

K3. Amend Ordinance sec. 115-16 Public District conditional uses. The Bonduel High School and Bonduel FFA recently received a grant and would like to use it to set up a Chicken and Beekeeping project. Mr. Battenberg explained the two projects to the Board. The current zoning on the Public District does not allow for agriculture as a permitted or conditional use. The Plan Commission is recommending to amend the ordinance to include agriculture uses as a conditional use permit in the Public District zoning. Once the ordinance is amended the school and the FFA can obtain a conditional use permit for the two projects. Motion by Kelley, second

by Hottenstine, introducing ordinance 2020-08, to amend Ordinance Sec. 115-16 Public District conditional uses to include agriculture use. Roll call vote was taken. Motion carried unanimously.

K4. Amend Ordinance Sec. 6-4 Keeping of Chickens. The Plan Commission is recommending the amendment of the Keeping of Chickens to allow chickens in the Public District by applying for a conditional use permit. This will allow the Plan Commission and Village Board to limit the number of chickens on a said property. Motion by Wickman, second by Staszak, introducing Ordinance 2020-09, to amend Ordinance Sec. 6-4 Keeping of Chickens allow chickens in the public district with a conditional use permit. Roll call vote was taken. Motion carried unanimously.

K5. Create Ordinance Sec. 6-5 Regulation of Beekeeping. In researching beekeeping, Rankin, drafted a new ordinance for the regulation of beekeeping. This would set guidelines for the beekeeping for the school and for future beekeepers. The Plan Commission has reviewed the new ordinance and is recommend the creation of the ordinance. The Village Attorney has reviewed the ordinance. Motion by Wickman, second by Bartlett, introducing Ordinance 2020-10, to create Ordinance Sec. 6-5 Regulation of Beekeeping. Roll call vote was taken. Motion carried unanimously.

K6. Beekeeping Permit. In addition to changing all the ordinances to be in compliance, Rankin created a beekeeping permit to be filled out by parties interested in beekeeping. The Plan Commission has reviewed the permit application and is recommending it to the Board for approval. Motion by Staszak, second by Hottenstine, to approve the beekeeping permit application as presented. Motion carried unanimously.

K8. Trick-or-Treating and hours. Traditionally, the Village Trick-or-Treat hours were from 5:00 p.m. to 7:00 p.m., this year with the COVID-19 pandemic staff would like the Boards direction on what to communicate to the residents. Nathanael Johnson, Village resident, would like to the see the hours start a little earlier than the normal time. The Board discussed and agreed that due to the pandemic, this year the Village could change the times. Motion by Wickman, second by Bartlett, to change the Trick-or-Treat hours this year from 3:00 p.m. to 6:00 p.m., noting residents should follow CDC guidelines and to post hours on the Village website and Facebook page. Motion carried unanimously.

REPORTS:

Public Safety Committee: Next meeting is Monday, October 26, 3:30 p.m.

Police Department Report. Report on file. Chief Krause, explained the new incidents listed in the report from the updated tracking program. Krause will be working with the Public Safety

Committee to review the tracking program and areas of information the Board would like to see on reports going forward.

Fire Department Report. Report on file.

EMS Report. Report on file.

Administrative Committee. Minutes on file. One item has moved forward for Board approval.

Clerk/Treasurer Report. Report on File. The Routes to Recovery grant opened an additional reporting period for the beginning of October. Maroszek filed over \$9,000 additional COVID-19 related expenses for approval, including the new Board tables and chairs. All entries were approved. Continuing to prepare for the 2020 General Election.

Municipal Operations Committee. Minutes on file. Wickman reported that all of the Municipal Operations Committee agenda items address at last month's meeting have moved to the Board agenda for approval.

Municipal Operations Department Report. Report on file. Shawano County's brine machine is up and running, the Village will be able to try out the new brine machine which was purchased over a year ago. Leaf pick up in the Village has begun, will continue for next five weeks. Rankin has received minimal complaints about the recycle center being closed on Wednesdays.

Library Board. Report on file.

K2. Conditional Use permits for existing residential dwelling units located in C-1 General Commercial, C-2 Highway Commercial District, and M-1 Industrial District. Rankin spoke with Irene Westphal about the zoning of her property. Westphal would like to move forward with the conditional use permit for existing residential dwellings in C-1 General Commercial. Motion by Bartlett, second by Staszak, to approve the conditional use permits for all existing residential dwelling units located in C-1 General Commercial, C-2 Highway Commercial, and M-1 Industrial Districts, which will be filed with the Shawano Register of Deeds. Motion carried unanimously.

K7. Amend Ordinance Sec. 12-2 Finance and taxation to exempt Village Treasurer from Treasurer Bond. Maroszek shared that the Village already had this exemption in the Village Ordinances. Maroszek has filed the correct paperwork with the County. The Board dismissed the agenda item.

K9. Park reservation for the 4th of July Event. The Bonduel Civic Association has stated over a phone conversation that Celebrate Bonduel may have the Village Park for the 4th of July. The Board would like to see a signed letter or statement from the Civic Association verifying that

they no longer need Village Park for their event. Motion by Wickman, second by Hottenstine, to issue a letter to the Bonduel Civic Association officers asking for a signed letter, stating the organization no longer needs the park, with a deadline to return response by October 31, 2020. Motion carried unanimously.

K10. Village Policy for Event Road/Street Closures. Public Safety along with Rankin, have created a policy that would allow the Village departments to plan for road closures and upcoming events. Closures would be approved by the Chief of Police, Fire Chief and the Director of Municipal Operations. Motion by Kelley, second by Staszak, to approve the Village policy for event road/street closures. Motion carried unanimously.

K11. Protocol of office hours and procedures relating to COVID-19. Maroszek asked the Board for direction on how to handle incidents as they arise due to the COVID-19 pandemic. Recently, Village Hall closed to reduce exposure to customers. Maroszek would like to know what the line of succession would be or what the protocol is. Wickman would like to see item brought back to the next meeting as a resolution. The State of emergency resolution that was passed earlier in the year has expired. By consensus the Board agreed to send agenda item to the Administrative Committee to review with the Attorney's feedback.

K12. Per Diems. Motion by Wickman, second by Staszak to approve the third quarter per diems as presented. Motion carried unanimously.

K13. Operator's License Applications. Motion by Wickman, second by Bartlett, to approve the Operator's license for Casey Court and to approve the license for Tara Kitzman with a signed conditional letter with the Police Department to have no negative police contact. Motion carried unanimously.

Motion by Wickman, second by Bartlett, to combine agenda items K14. 2021 Budget for Publication, K15. 2021 TIF Budget for Publication, and L1. 2021 Budget. Motion carried unanimously.

K14. 2021 Budget for Publication, K15. 2021 TIF Budget for Publication, and L1. 2021 Budget. The Board reviewed the 2021 Budget numbers and areas that numbers could be trimmed. The Board asked several questions about budget line items. Changes were noted. The Board reviewed the 2021 TIF Budget numbers. A few items were questioned and explained. Motion by Bartlett, second by Kelley, to approve the 2021 Budget publication and 2021 TIF Budget publication with noted changes. Motion carried unanimously.

L2. 2021 Water Utility Budget. The Board reviewed the water utility budget and discussed changes. Motion by Wickman, second by Hottenstine, to approve 2021 water utility with noted

changes to debt service due to the new 2020A General Obligation promissory note numbers. Motion carried unanimously.

L3. 2021 Sewer Utility Budget. The Board reviewed the sewer utility budget. Motion by Wickman, second by Bartlett, to approve the 2021 sewer utility budget as presented. Motion carried unanimously.

L4. Closed Session. To discuss addendum A and Evaluations. By consensus the Board agreed to postpone agenda item until the November Board meeting.

M. Approval of Payments. Motion by Kelley, second by Bartlett, to approve the monthly payments for October, with the additional invoices noted by the Clerk. Motion carried unanimously.

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

K16. Closed Session. Motion by Kelley, second by Bartlett, to move to closed session for approximately five minutes, to review applicant for part-time police officer position. Inviting Maroszek and Chief Krause 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 had jurisdiction or exercise responsibility.] Roll call vote was taken. Motion carried unanimously. Board moved to closed session at 8:09 p.m.

Motion by Wickman, second by Bartlett, to approve the hiring of James Hoffman as a part-time police officer, contingent on passing all required testing, at a starting pay of \$18.00 per hour, and to move to \$20.00 per hour once field training is complete. Motion carried unanimously.

Motion by Wickman, second by Staszak, to return to open session. Roll call vote was taken. Motion carried unanimously. The Board returned to open session at 8:17 p.m.

Motion to Staszak, second by Bartlett, to adjourn. Motion carried unanimously. Meeting adjourned at 8:18 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk/Treasurer