

December 20, 2011

Regular meeting of the Village Board was called to order at 6:30 p.m. by President Rogers.
Roll Call: Livingstone, Zabel, present; Beiser, absent; Boucher, Hoenecke, Falk, and Rogers; present.

Pledge of Allegiance was said in unison.

EMPLOYEE RECOGNITION

Officer Stam has been with the Village 10 years of dedicated service.
Lt.Olson has been with the Village for 20 years of dedicated service .
Grand Finale – Dick Sharratt worked for the Village 39 years. Appreciate every day. Lose a lot of knowledge when you retire.
Dick – Proud of Winneconne and appreciate the kindness of the board . . . a lot of sacrifices along the way . . . it goes with the territory. Thank you for allowing me to work with you for all these years.

President Rogers thanked the employees for their service.

Approval of November Minutes

MOTION by Livingstone, seconded by Hoenecke, to approve the November minutes as presented.
Carried by voice vote.

Village and Utility Bills

- Trustees questioned some of the bills.

MOTION by Livingstone, seconded by Falk, to approve the bills as presented and order paid. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Financial Report

NOVEMBER 2011 FINANCIAL REPORT

14-Dec-11

PREMIER CHECKING

Balance Forward	\$2,100,343.05
Alcohol licenses/operator licenses	\$100.00
Building Permits/Variance/Fence/Rezoning Applic.	\$3,454.00
Cemetery	\$1,730.00
Court Fines/Parking Fees	\$2,291.70
Clerk Fees/Property Statements	\$492.11
Park Receipts/Shelter Rentals/Boat Trailer Parking Permits	\$1,329.45
Interest -Premier/CentTel/WCDA/	\$196.34
CDBG Receipts/IDB Receipts	\$15,357.17
Library Fines (Sept & Oct)	\$927.01
Lease payments - cell phone companies	\$1,937.25
Deduct meter sales; Chief WWTP discharge/ Joint Towns	\$1,030.61
SPECIAL ASSESSMENTS - Tree Street Improvements	\$6,656.28
Right of Way Permits/Fill Permits/Compost Site Stickers	\$215.00
Restricted Donations- grant st walking path	\$210.00
TAXES	\$508.33
Water and sewer activation fees - new church	\$1,925.00

CHARTER Quarterly Franchise Fee	\$4,668.10
State Shared Revenue	\$141,230.29

TOTAL NOVEMBER RECEIPTS	\$184,258.64
+ Water and Sewer Receipts/Village w/s receipts	\$103,060.24
Sub-Total	\$2,387,661.93

Less NOVEMBER Disbursements:	
NOVEMBER Payroll Expense	\$49,229.70
NOVEMBER 15th Bills	\$14,248.80
NOVEMBER Federal/State withholding	\$17,643.49
NOVEMBER Board Bills approved	\$118,046.45
NOVEMBER 30th Bills	\$13,882.15
WIRE TRANSFERR - BBE (reinvest funds)	\$450,000.00
Health Insurance	\$23,718.10
Retirement	\$8,284.02
Kwik Trip	\$2,006.12
Maintenance fees/ chargebacks nsf/credit crd/postage	\$397.22
TOTAL NOVEMBER DISBURSEMENTS	\$697,456.05

SUB-TOTAL	\$1,690,205.88
OUTSTANDING CHECKS	\$3,226.35
ENDING BALANCE	\$1,686,979.53

PREMIER CHECKING	\$1,318,937.19
CDBG ACCOUNT	\$368,042.34
ENDING BALANCE	\$1,686,979.53

STATE INVESTMENT POOL	
General Fund	\$533,357.13
Cemetery Fund	\$17,069.50
Sewer Equipment Replacement Fund	\$699.63
1999 1.9 Million Bond Proceeds	\$217.48
2001 Bond Proceeds	\$50.72
2005 Bond Proceeds	\$10,199.14
Library Donations	\$12,140.49
2009 Bond Proceeds	\$150,674.24
BALANCE	\$724,408.33

November Interest Rate	0.14%
October Interest Rate	0.14%

WWTP PROJECT ACCOUNT BALANCE	\$36,316.54
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Associated Bank CD Balance as of 11/30/2011	\$374,656.36
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NOVEMBER 2011 BUILDING PERMITS			
Ron Mueller	108 N 8th Avenue	Outbuilding/Roof	\$14,000.00
George Behringer	302 Riverview Dr	Roof	\$5,000.00

Ray Feger	207 Jefferson St	Fire Restoration	\$2,100.00
Fred Albright	99 Steamboat Crt	Roof	\$31,000.00
Debra Follett	1116 Barbary Lane	Outbuilding	\$4,100.00
Robert Hawkins	1027 Calypso Dr	HVAC	\$5,000.00
Mark Sleeman	502 S 1st Avenue	Remodel/electrical	\$11,000.00
Affinity Clinic	916 East Main St	Roof	\$43,000.00

TOTAL VALUE OF NOVEMBER BUILDING PERMITS \$115,200.00
TOTAL VALUE OF YTD BUILDING PERMITS \$2,036,100.00

NOVEMBER 2011 IDB/CDBG LOAN REPORT

CDBG Admin Account \$7,708.49
Façade Account Balance \$50,915.96
Village Pub - paid Nov and Dec on Dec 8th (455.08) \$0.00

			Payment Date	Principal	Interest	Balance
CDBG Loans						
	Amount Loaned					
Midwest Specialty	2006 \$50,000.00		11/28/2011	425.69	\$104.64	\$26,854.72
Multi-Conveyor #3	2004 \$50,500.00		11/23/2011	\$644.96	\$68.80	\$16,096.78
Multi-Development	2010 \$53,000.00		11/23/2011	\$828.35	\$159.73	\$42,357.74
Village Pub	paid Nov and December on Dec 8th (377.42)					
AMOUNT AVAILABLE				\$368,042.34		

IDB Loans						
Shallberter LLC	2009 \$795,000.00		11/1/2011	8338.43	\$1,578.14	\$706,603.66
Shallbetter LLC #2	2011 \$600,000.00		11/1/2011	\$1,480.65	\$1,727.78	\$596,848.96

PLEASE NOTE: Village Pub was suppose to be set up for direct deposit into our account but due to a miscommunication it had not been done . . . which was ok because the account was moved to 1st National Bank. Hopefully to be done in time for the January payment.

MOTION by Boucher, seconded by Hoenecke, to accept the Financial Report as presented. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Public Participation

- President Rogers – increased employment at Rogers Printing by eight people. Merging with another company.
- Congratulations!

Communications

- Merry Christmas!

Adopt Agenda

MOTION by Livingstone, seconded by Hoenecke, to adopt the amended agenda. Carried by voice vote.

Administrator's Report

- Handout from Municipality Magazine. Role of Elected officials and Economic Development.
- Received three copies of Roberts Rules of Order (Holly). Want a copy let Steve know.
- 2012 Budgets have been placed in binders. Please review Trustee Handbook.
- Tax rate went down. Taxes were mailed on Friday.
- Volkert will check with Associated Appraisals why not at 100% evaluation.
- Sag Grant on housing project. Meeting in February.
- Comments from trustees and residents – conflict of interest issues. Will make every effort to bring it to your attention.

Committee Reports

DPW Report

- Refer to minutes.
- Two items on agenda.
- Did get grant for Urban Forestry \$18,000.00.
- USDA – about \$4000 left and might let us do more things.

Finance and Personnel

- Refer to minutes.
- Amend minutes Review chapter 8 and 9 was not stated.

Library

- Refer to minutes.
- A plaque in memory of Harvey Rengstorf.

Park

- Refer to minutes.
- Lot of issues to work out.

Police and Fire

- Refer to minutes

Fire

- Nothing.

WCDA

- Career Fair – awesome turnout. 30 businesses.
- Village Reminder went out with taxes . . . voter ID.
- Working on a luncheon for Dick's Retirement. Jan 5th at noon.

Cemetery

- Did not meet.

Historic Preservation

- Met but did not accomplish much . . . not sure what happened at the end.

Beautification

- Did not have quorum.

Plan Commission

- Did not meet.

Industrial Development Board

- Refer to minutes.

Old Business

- None.

New Business

Public Works

Award Professional Services Agreement not to exceed \$16,000 to MSA Professional Services, Baraboo, WI for design, bid and construction Process for WWTP Wet Well Improvements; Project 2012-003 as presented.

- Reviewed by Director of Public Works Chris Hardy.
- Discovered liner on north wet well had peeled from wall.
- This is just for the design and specifications . . . work probably be done summer 2013.
- Estimated total project cost at \$88,000.00.

MOTION by Zabel, seconded by Boucher, to award professional services agreement not to exceed \$16,100 to MSA Professional Services, Baraboo, WI for design, bid and construction process for WWTP Well Improvements; Project 2012-003 as presented. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Set New Connection Fees

- Reviewed by Director of Public Works Chris Hardy.
- For new service added to property. Rates had been unchanged since 2009.

MOTION by Boucher, seconded by Livingstone, to set new connection fees as presented for 2011 – 2016. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Police and Fire

Adopt Ordinance Creating Section 10-6-1 Pertaining to Low Speed Vehicle

- Recommended by Police and Fire Committee.
- Fines and forfeitures equivalent to traffic violations.
- Reviewed by Attorney Muza.
- Basically allowing federally approved vehicles licensed by the state to operate in the Village proper and cannot go over the bridge or travel on Main Street but can cross at any point on Main Street. Only allowed on village streets . . . not state highway. Bridge is on state highway.
- Post sign on bridge . . . not allowed.
- Offering opportunity for residents. Licensed driver. Follow traffic rules.

MOTION by Boucher, seconded by Hoenecke, to adopt Ordinance Creating Section 10-6-1 Pertaining to Low Speed Vehicles. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Amend Ordinance 6-1-7 to Correspond with New State Law

Change Closing Hours from 12am – 8am to 12am to 6am for Fermented Malt Beverages and from 9pm – 8am to 9pm to 6am for Intoxicating liquor.

- Recommended by Police and Fire Committee.

MOTION by Boucher, seconded by Livingstone, to amend Ordinance 6-1-7 to correspond with new state law. Change closing hours from 12am-8am to 12am to 6am for Fermented Malt Beverage and from 9pm – 8am to 9pm to 6am for Intoxicating liquor. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Finance and Personnel

Adopt Gifts and Donations Policy

- Recommended by Finance and Personnel
- Donate – come to Village Board.
- Village Board accepts and does as it so chooses.
- Upkeep, if chose to do so, is up to the Village.

MOTION by Zabel, seconded by Livingstone, to adopt the Gifts and Donations Policy as presented. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

General

Approve Waiver of Liability and Indemnification Agreement with Reff Baivier Bermingham and Lim – USDA

- Reviewed by Village Attorney.
- Relates to USDA loan – title insurance.
- USDA requires additional opinion . . . will accept attorney's opinion.
- Done to satisfy USDA but don't want to stick their neck out. Indemnify attorney.
- Checked out to the best of our ability. Extremely thorough.

MOTION by Livingstone, seconded by Falk, to approve Waiver of Liability and Indemnification Agreement with Reff Baivier Bermingham and Lim – USDA. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Appoint Pollworkers for 2012-2013

- Reviewed by Clerk-Treasurer.

MOTION by Boucher, seconded by Livingstone, to appoint pollworkers for 2012-2013 as presented. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

Operator License Applications

MOTION by Boucher, seconded by Livingstone, to grant operator licenses to Santiago Sanchez, Stephanie A. Wilson, Bonnie S. Zabel, Sarah M. Schultz, and Jeri Kay Vickers. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

CDBG Business Loan to Multi Conveyor LLC for \$36,000 was discussed.

- Application for Multi Conveyor LLC for 36,000 for machinery and software to operate machinery. Lathe machine.
- Mr. Miller – help to increase production and not outsource as much and keep in-house.
- Trustee Zabel – bought already. Mr. Miller - paid for with line of credit. Can go to bank . . . point is to use the fund to help industry in the village.
- President Rogers – win/win for everyone.

MOTION by Boucher, seconded by Falk, to approve a Village CDBG Business Loan to Multi-Conveyor LLC for \$36,000 for a term of 5 years at a 4% interest rate. Roll Call: Boucher, Hoenecke, Falk, Livingstone, Zabel, and Rogers; ayes.

MOTION by Zabel, seconded by Hoenecke, to adjourn to 6:00 p.m. on January 10th.

Carried by voice vote.

Jacquín Stelzner
Clerk-Treasurer
Village of Winneconne

7:32 p.m.