

## **January 17, 2012**

Regular meeting of the Village Board was called to order by President Rogers at 6::30 p.m.

Roll Call: Livingstone, Zabel, Beiser, Boucher, Hoenecke, Falk, and Rogers; present.

Pledge of Allegiance was said in unison.

Approval of December 20, 2011 and January 10 2012 Minutes

- Beiser on roll call twice on January 10 2012 Minutes.

MOTION by Boucher, seconded by Livingstone, to approve the December 20, 2011 and January 10, 2012 minutes as corrected. Carried by voice vote.

### **Village and Utility Bills**

- Trustees inquired about some of the bills.

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

### **Financial Report**

- Library fines should not have description.
- Trustee Zabel inquired about IDB Proceeds and the Build America Bond

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

### **Public Participation**

- None

### **Communications**

- Election Update – No primary; not sure about recall; SVRS system
- Multi Conveyor Update – Tuesday at 6:00 p.m.

### **Adopt Agenda**

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

### **Administrator's Report**

- Email weekly update on Fridays. Please check your emails.

### **Committee Reports**

#### **DPW**

- Refer to minutes.
- Two items on agenda.

- Boiler at Marble Park pool blew up about a week ago. Modified so can shut water off now for the winter.

#### **Finance**

- Refer to minutes.
- Some items on agenda.

#### **Library**

- Refer to minutes.
- Mr. Billy, children performer coming on Friday at 1:30 p.m.
- Busy teaching people how to use their Christmas presents – ereaders.
- Circulation six ebook readers in February.

#### **Park**

- Refer to minutes.

#### **Police & Fire**

- Refer to minutes.

Fire - Ryan not present.

#### **WCDA**

- Did not meet.

#### **Cemetery**

- Did not meet.

#### **Historic Preservation**

- Did not meet.

#### **Beautification Committee**

- Meeting on Thursday.

#### **Plan Commission**

- Did not meet.

#### **Industrial Development Board**

- Did not meet.

#### **Old Business**

- None

#### **New Business**

#### **Public Works**

### **Award Asbestos and Lead Inspection Contract to Badger Environmental Services**

- Reviewed by Village Administrator Steve Volkert. \$1050.00.
- Public Works Committee reviewed the asbestos contract. Lead was added later.

MOTION by Boucher , seconded by Beiser , to award Asbestos and Lead Inspection Contract to Badger Environmental Services. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

### **Resolution 1.1-2012 Adopting the 2012 Village Street Control Signage Inventory**

- Reviewed by Village Administrator Steve Volkert.
- Chris – new Federal mandated signage for night time reflection.  
Our cost in signage alone will be about \$50,000.00 over the next ten years.

MOTION by Zabel, seconded by Boucher , to adopt Resolution 1.1-2012 Adopting the 2012 Village Street Control Signage Inventory. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

### **Park**

#### **Approve Job Posting and Job Description – Marble Park Part-time Seasonal Pool Manager**

#### **Approve Job Posting and Description – Part-time Seasonal Youth Softball/Baseball League Director Position**

- Reviewed by Village Administrator Steve Volkert
- Zabel – increase in budget? Steve about \$5,000.00. Service we provide our community.

MOTION by Livingstone , seconded by Beiser, to approve the Job Posting and Job Description - Marble Park Part-time Seasonal Pool Manager and Part-time Seasonal Youth Softball/Baseball League Director Position. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

### **Accept Restricted Donations – United Fund \$6725.00; Kimberly Clark \$500.00**

MOTION by Zabel, seconded by Livingstone , to accept and restrict the donations for park use; United Fund \$6725 and Kimberly Clark \$500.00. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

### **Finance and Personnel**

#### **Adopt Updated Personnel Handbook**

- Reviewed by Finance and Personnel.
- Some changes presented at meeting.
  - o Community Relations Director paid monthly.
  - o Holiday Pay should state regular full time and regular part-time employees.
  - o Add Department heads instead of any staff to the cell phone policy pertaining to reimbursement.
  - o Add section number to computer use policy.

MOTION by Livingstone , seconded by Boucher , to adopt the Updated Personnel Handbook with additional changes as presented. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

## **Approve Revised Non-Represented Employment Agreements**

- Steve email some changes regarding some issues brought to his attention. – Pete and Paul. Paul’s review done semi-annually not quarterly.  
Pete – only pay employer contribution – pay both employer and employee contribution.
- Zabel – have Davis and Kuelthau looked at these contracts? No.  
Pertaining to Act 10 and 32.
- Zabel – wages and compensation – negotiated on annual basis . . . would rather say reviewed. Negotiated puts the employees with the upper hand. Attorney Reff commented that there is a distinction between negotiated and reviewed.
- Hoenecke – would also like agreements reviewed by Davis and Kuelthau.
- Zabel - could they come to Finance meeting?
- Tabled until reviewed by Davis and Kuelthau, labor attorneys.

## **PRESENTATION – by BBE, Mr. Ken Herdeman**

### **Reinvestment of \$350,000 2005 Bond Proceeds into CD’s**

- Village Administrator Steve Volkert, introduced Mr. Ken Herdeman of BBE.
- Investment policy adopted in June. Protected and liquid.
- Village Administrator has been reinvesting the funds. Good interest yield.
- Time is a factor . . . rates change quickly.
- Would like to be able to move more quickly for the best use of our funds.

Ken Herdeman, of BBE

- Policy adopted in June. Sets limits.
- Clearly states any investment permitted by Statute. . . could expand if wanted.
- Another paragraph delegates authority to the Village Administrator or Clerk-Treasurer.
- Other sections dictate regular reporting of investments to the Board.

Village Administrator Volkert

- Need to react quickly. Policy does allow it.
- New ordinances – give Village Administrator control and discretion.

## **General**

### **Operator License Applications**

MOTION by Beiser , seconded by Falk, to grant operator licenses to Nancy Messenger and Josh Christensen. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

7:30 p.m.

**CLOSED SESSION – Pursuant to WI State Statutes 19.85(1)(e)**

**Enter into Agreement with Ehler’s & Associated to perform TIF Assistance Request Study – for CD Smith**

MOTION by Beiser, seconded by Livingstone, to go into closed session pursuant to Wisconsin State Statute 19.85(1)(e). Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

TIF Assistance Request Study for CD Smith was discussed.  
Investment of public funds.

**Return to Open Session**

MOTION by Livingstone, seconded by Boucher, to return to open session.

Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

**Approve Agreement with Ehler’s & Associates to perform TIF Assistance Request Study for CD Smith**

MOTION by Beiser, seconded by Livingstone, to enter into agreement with Ehler’s and Associates to perform TIF Assistance Request Study for CD Smith. Roll Call: Hoenecke, Falk, Livingstone, Zabel, Beiser, Boucher, and Rogers; ayes.

MOTION by Zabel, seconded by Livingstone, to adjourn to Tuesday, January 24 at 6:00 p.m. for a tour of Multi Conveyor. Carried by voice vote.

7:55

Jacquie Stelzner  
Clerk-Treasurer  
Village of Winneconne