

## June 16, 2009

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

Pledge of Allegiance was said in unison.

### Approval of May Minutes

MOTION by Grace, seconded by Beiser, to approve the May 2009 minutes as presented. Carried by voice vote.

### Village and Utility Bills

Trustee Zabel inquired about the MSA bill. Part of original contract.

Trustee Livingstone inquired about the assessor's contract.

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

### Financial Report

#### MAY 2009 FINANCIAL REPORT

June 11, 2009

Premier

Checking

Balance Forward	<b>\$1,066,467.24</b>
Building Permits/Variance/Fence/Rezoning Applic.	\$3,856.10
Operator License	\$50.00
Cemetery Fees	\$30.00
Clerk Fees/Property Statements	\$50.00
Park Restricted Donations	\$4,825.00
Park Rental Fees/Rec Fees	\$965.00
Police Grant	\$1,400.00
Court Penalties/Fines/Parking Violations/Police Rpts	\$95.00
DailyAnnual Boat Trailer Parking	\$935.00
Lease payments - Advantage/Cell towers	\$900.00
Deduct Meter Sale	\$94.50
SD#3 Payment - CWF/Fees	\$7,563.00
CDBG/IDB Receipts	\$8,335.50
Library Aid	\$4,712.00
Winnefox Library System quarterly payment	\$25,330.00
Recycling Grant	\$13,106.23
Library Fines	\$416.95
Sale of Old Equipment	\$132.50
Compost Site Annual Stickers	\$340.00
<b>MAY RECEIPTS</b>	<b>\$73,136.78</b>

+ Water and Sewer Receipts	\$40,813.91
Sub-Total	<b>\$1,180,417.93</b>

Less MAY Disbursements:

MAY Payroll Expense	\$45,738.46
MAY 15th Bills	\$37,662.96
MAY Federal/State withholding	\$17,458.25
MAY Board Bills approved	\$84,954.84
MAY 30th Bills	\$21,784.04
Wisconsin Retirement System	\$7,488.13
Veolia Settlement	\$39,409.46
Postage	\$200.00
Misc fees/nsf charges/etc	\$172.77

TOTAL MAY DISBURSEMENTS	<b>\$254,868.91</b>
SUB-TOTAL	\$925,549.02
OUTSTANDING CHECKS	\$31,480.29
ENDING BALANCE	<b>\$957,029.31</b>

SWEEP ACCOUNT	\$0.00
PREMIER CHECKING	\$610,705.64
CDBG ACCOUNT	\$350,981.46
ENDING BALANCE	<b>\$961,687.10</b>

STATE INVESTMENT POOL

General Fund	\$529,066.50
Cemetery Fund	\$101,880.78
Sewer Equipment Replacement Fund	\$872,644.78
1999 1.9 Million Bond Proceeds	\$216.36
2001 Bond Proceeds	\$50.45
2005 Bond Proceeds	\$1,058,721.45
Library Donations	\$12,079.08

BALANCE	\$2,574,659.40
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May 2009 Interest Rate	0.47%
April 2009 Interest Rate	0.67%

Issued 04/27/2009	\$371,797.54
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**MAY 2009 BUILDING PERMITS**

#	Name	Address	Job Type	Job Cost
28	LaCrosse Sign Co	915 E Main St	Sign	\$2,000.00
30	Jason Sagorac	907 Twin Harbor	Pool & poolhouse	\$100,000.00
31	Jason Sagorac	907 Twin Harbor	Fence	\$5,000.00

32	Eagle Photography	144 W Main St	Sign	\$500.00
33	Heather Sleeman	502 S 1st Ave	Fence	\$7,400.00
34	Theodore Kreuzer	215 N 11th Ave	Roofing	\$3,200.00
35	Linda Carano	630 Maple	wndw, roofing	\$3,200.00
36	Allisa Murray	519 Riverview	Fence	\$1,000.00
37	Winneconne Masonic	100 W Main St	Siding	\$9,100.00
TOTAL VALUE OF MAY BUILDING PERMITS				\$131,400.00
TOTAL VALUE OF YTD BUILDING PERMITS				\$613,225.00

**COMMUNITY DEVELOPMENT BLOCK GRANT HISTORY**

Community Development Grant Account \$7,708.49

**CDBG - Treasury Plus Account**

Balance Forward 03/31/2009	\$346,323.67
Proto-I	\$471.49
Midwest Specialist	\$530.33
Multi Conveyor	\$1,308.12
Multi Conveyor	\$2,141.28
Interest - MAY 2009	\$206.57
TOTAL as of MAY 2009	\$350,981.46

MOTION by Fischer, seconded by Beiser, to accept the Financial Report as presented. Roll call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

**Public Participation**

- None

**Communication**

- Clerk Stelzner ask how many board members would be riding in the Sovereign State Parade.

**Adopt Agenda**

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

**Administrator's Report**

- Attended WCMA summer conference – topic was building relationships with board members.
- Reviewed staff vacations during summer.

**Public Works**

- See minutes.

**Finance**

- Items on agenda.
- Communication with Trevor – will be here for July finance meeting.

**Library**

- New library page started yesterday. Brittany Running.
- Program in park tomorrow – weather permitting.

**Park**

- Refer to minutes.

**Police & Fire**

- Refer to minutes.
- Rescheduled firearms to June 23 - weather permitting
- Working on designating truck routes.

**Fire Dept**

- MABAS – Mutual Aid Box Alarm System – a nationwide system.  
Need resolution at next month's meeting. Expands our resources.

**WCDA**

- Ribbons cuttings scheduled for the next two Friday's.
- Insert in Winneconne News on the CDBG loan program.
- Building the Way Party in the Park last Thursday – about 150 in attendance
- Thanks to Sovereign State – new concrete, brick and electrical at stage at Waterfront Park.

**Cemetery**

- Nothing

**Historical Preservation**

- Did not meet

**Beautification**

- Watershed room – making an exhibit room for local artists.  
Hope to have ready in September. Artists will change regularly.  
Only be things that can be hung on wall. Room not secured.
- Also working on creating an apron for the gazebo . . . stamped concrete.
- Future – did not have people take all the planters downtown.  
Big concern is the watering downtown. Look at alternatives.

**Plan Commission /Industrial Development**

- Did not meet

**Committee Appointments**

- Still waiting for new appointments for youth board.
- Trustee Grace – are we thanking the youth board for their commitment?
- President Rogers – would like to see new people every year to give as many people a chance to participate in this program.  
Not here for the longevity, here for the experience.

- Recommend appointing Sheila Albright to Beautification Committee.  
MOTION by Grace, seconded by Livingstone, to appoint Sheila Albright to the Beautification Committee. RC: Fischer, Zabel Beiser, Grace, Livingstone, and Rogers; ayes.

### **Alcohol License Applications**

*Class B Fermented Malt Beverage and Intoxicating Liquor:*

Fin 'n' Feather Biggar's Supper Club Inc., T & G Lanes LLC, Village Pub LLC,  
Talk of the Town (Douglas A. Nelson) The Other Place (Mary Sue Holtz) and  
Tiny's Sports Bar (Ken Thrun, Jr.)

*Class B Fermented Malt Beverage:*

Giles-Luce American Legion Post 364, Lang's Landing LLC

*Class B Fermented Malt Beverage and Class C Wine*

Jackie's Parkside (Jackie Heath), Critter's Wolf River Sports LLC

*Class A Fermented Malt Beverage and Intoxicating Liquor*

The Market Basket, Inc (Wayne's Piggly Wiggly)

*Class A Fermented Malt Beverage and Class B Fermented Malt Beverage:*

Wolf River House Resort ( Douglas A. Nelson)

*Class A Fermented Malt Beverage*

Kwik Trip Inc

MOTION by Livingstone, seconded by Fischer to grant alcohol licenses as presented.  
Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

### **Amend Ordinance 8-1-24 Outdoor Burning**

- Would ban burn barrels.
- Limit burning of yard waste – not allowed on Sundays and national holidays.

MOTION by Livingstone, seconded by Grace, to adopt Amended Ordinance 8-1-24 pertaining to Outdoor Burning and order published. Roll Call: Fischer, aye; Zabel no; Beiser, Grace, Livingstone, and Rogers; ayes.

### **Personnel Handbook**

- Number of times an employee could look at their file.
- Twice a year – can be more but at least twice a year.

MOTION by Fischer, seconded by Beiser, to approve the Personnel Handbook as presented. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

### **Amend Preliminary Plan for Capital Street Projects**

- Mike Laue, of MSA is present. Sent electronic copy of plan.
- Detailed walk thru with public works staff. Amended list of priorities based on walk thru with staff.  
Estimated cost slightly over three million dollars.  
Base bid and then have supplemental bids for flexibility.
- Trustee Zabel – checking for water leaks – shouldn't we wait for report.
- Mike Laue, lining is limited . . .drawbacks is doesn't address the laterals.
- Trustee Grace – water; infiltration – could do most of this side of town  
If we didn't do storm sewer and curb and gutter. Roads are old.

- Trustee Livingstone, - original plan to do tree streets – reason why 7<sup>th</sup> and 9<sup>th</sup> Weren't included in original plan?
- Mike Laue – keep track of breaks, fires, meters – reading accurately.
- PSC will make suggestions with little enforcement powers.

MOTION by Fischer, seconded by Beiser, to amend the plan for capital street projects. Roll Call: Fischer aye; Zabel, no; Beiser aye, Grace no; Livingstone no, and Rogers; ayes.

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#### **Amend Agreement with MSA**

- Village Administrator not necessary.
- Need to include doing the two and three year phase of tree streets.
- Trustee Zabel still not convinced the amended program is the best bang for the buck. Need to prioritize.
- Trustee Livingstone – if we did all the street street – not 7<sup>th</sup>/9<sup>th</sup> Hope to start in fall and finish in the spring. Advisable to come to an agreement. Favorable bidding.
- Recommend a board meeting just for this.

#### **Resolution 6.1-09 Awarding the Sale of \$4,800,000 General Obligation Corporate Purpose Bonds, Series 2009**

- Dawn Gunderson, of Ehlers, reviewed the sale of the bonds.
- Scheduled to close July 7<sup>th</sup>.

MOTION by Beiser, seconded by Fischer to adopt Resolution 6.1-09 Awarding the Sale of \$4,800,000 General Obligation Corporate Purpose Bonds, Series 2009. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers ayes.

#### **Removal of 2<sup>nd</sup> sewer service charge from 110 South 1st Street**

MOTION by Fischer, seconded by Zabel, to remove the sewer service charge from the 110 South 1<sup>st</sup> Street utility account. (Bouras). Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

#### **Resolution 6.2-09 CMAR 2008 WTP Compliance Maintenance Annual Report (CMAR)**

Trustee Livingstone – did Public Works review the report. No.

Just received yesterday from MCO.

MOTION by Zabel, seconded by Beiser, to adopt Resolution 6.2-09 2008 Compliance Maintenance Annual Report contingent upon approval and review of the Public Works Committee. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

#### **Placement of 4-Way Stop Signs – S 2<sup>nd</sup> Avenue at Pleasant Drive**

- Recommended by Police & Fire Committee

MOTION by Livingstone, seconded by Beiser, to approve the placement of four-way stop signs at the intersection of South 2<sup>nd</sup> Avenue and Pleasant Drive. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

#### **Requests from Sovereign State Days Committee**

- Relax the noise ordinance on July 17 and July 18 until Midnight
- Street closures – Adams Street from S 1<sup>st</sup> St to S 2<sup>nd</sup> St  
South 1<sup>st</sup> Street from alley to Adams Street

MOTION by Zabel, seconded by Fischer, to approve the Sovereign State Day Committee requests. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

### **Accept/Restrict Donations**

MOTION by Grace, seconded by Beiser, to accept and restrict the park donations. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

### **Re-route Snowmobile Trail thru Village of Winneconne**

- Trustee Zabel – park board had concerns of the snowmobile route going thru the park.
- Ken Helmer, representing the snowmobile club, briefly explained the route thru Marble Park. Club would just like a route thru the Village – doesn't matter which route. Mr. Helmer's personal opinion would be the current route or Route Option D.
- Police Chief Running concurs that the current route is the best.
- Trustee Livingstone commented that several residents along the current route would like a break from the snowmobiles.
- President Rogers – alleys work well for snowmobiles to get to local businesses. True – there are two blocks with alleys in a residential area.
- Trustee Grace – concerned about option A and B due to long stretches of road without stopping.

MOTION by Zabel, seconded by Grace, to accept Option D for the snowmobile route. Roll Call: Fischer, Zabel, Beiser, Grace, ayes; Livingstone, abstain; and Rogers; no.

### **Approve Appointment of Ordinance Committee**

- Trustee Grace – committees running out of time to address ordinance issues.
- President Rogers – administrative staff deals with it 90%.
- Trustee Grace, Livingstone and Rogers volunteered.

MOTION by Grace, seconded by Fischer to approve the following appointments to the Ordinance Committee: Trustees Kathy Grace and Sherry Livingstone and President John Rogers. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

### **Approve change to Non-Represented Employee Sick Leave Pay Out**

- Currently accumulate up to 75 days. Average is 100 – 150 days.
- Payout at time of retirement – in health insurance.
- However if work until 65 – may want cash payout.
- Bring back next month.

### **Appoint Committee for Census 2010**

- Marlene is in charge of the committee.

MOTION by Grace, seconded by Beiser, to confirm the following appointments to the 2010 Census Committee: Steve Volkert, Marlene Lenz, Helen Thomson, Mae Kosciuk,

Peggy Larson, Holly Selwitschka, Peter Running and Becky LaDue. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

**Approve bid for Lift Station Upgrades**

MOTION by Beiser, seconded by Fischer, to approve bid for Lift Station Upgrade to Midwest General & Mechanical Contractors in an amount not to exceed \$127,557.00. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

**Operator License Applications**

MOTION by Grace, seconded by Beiser, to grant operator licenses to Brad Martin Thrun, Steven Craig Thrun, Tammi Rae Schmude, Tiffany Jean Barkey, Daniel W. Robinson, Amanda C. Elmer, Jennifer M. Busching, Louise Ann Wright, Rachel Kay Foster, Tami Rose Carpenter, Patrick Kim Walters, Rodney A. Busching, Judith A. Davies, Debra Susan Ryf, Cherish Glubka, Julie Marie Carpenter, Samantha Jayne Fischer, Helen Ethel Foster, Margaret Mary Koeck, Mary Beth Noffke, Anna Lisa Gonia, Elizabeth Anne Koeck, Michelle Kathryn Jooss, Amy K. Potratz, William R. Hable, Jason M. Jooss, Jeanette M. Neau, Daniel Mark Albrecht, Wayne Paul Krueger, Mark Anthony Grunwald, Susan Maria Grunwald, David Leander Eklund, Aaron D. Bare, Mary E. Fleck, Gerald Thomas Reetz, Tracy Peach, Marlene K. Lenz, Helen Ann Thomson, Sherri Koneman, Mary Barbara Rumlow, Kori Ann Huelsbeck, Andrew John Woods, John Buttke, Amanda Nadine Lee, Kayla Sue Kallas, Jennifer Ann Schmitz, Sarah Nichole Kissinger, Thomas Haryy Kapitzke, Dennis M. Biggar, John Edward Malek, Dennis Duane Durant, Janine Ellen Brantley, Joanne Abendroth, Richard Jacob, Jeffrey Paul Muehlenberg, Anthony Palazzo, Leo James Esch, Therese Ann Witzke, Dale K. Witzke, Dennis Lang, Laura Lee Halder, Dawn Marie Peterson, Thomas F. Reetz, Doug Nelson, Dale Swenson, and Marlys Swenson. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

MOTION by Fischer, seconded by Livingstone, to grant an operator license to Kathy Grace. Roll Call: Fischer, Zabel, Beiser, Grace, abstain; Livingstone, and Rogers; ayes.

MOTION by Fischer, seconded by Beiser, to go into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to discuss personnel.

Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

Discussed the Director of Public Works Position

Discussed appointing Account Clerk to Deputy Clerk-Treasurer

MOTION by Grace, seconded by Fischer to return to open session. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

**Director of Public Works Position**

MOTION by Fischer, seconded by Beiser, to offer employment to Gary Marks as part-time public works director. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

**Promote Kathy McQueen to Deputy Clerk Treasurer**

MOTION by Grace, seconded by Beiser to appoint Kathy McQueen as Deputy Clerk-Treasurer with a wage increase of 50cents per hour effective June 22 2009. Roll Call: Fischer, Zabel, Beiser, Grace, Livingstone, and Rogers; ayes.

MOTION by Fischer, seconded by Beiser, to adjourn to June 23<sup>rd</sup> at 6:30 p.m.  
Carried by voice vote.

9:30 p.m.

**June 23, 2009**

The Village Board meeting of June 16 reconvened on June 23, 2009. President Rogers called the meeting to order at 5:30 p.m.

Roll Call: Grace, absent; Livingstone, Fischer, present; Roehrick, Zabel, Beiser, and Rogers, present.

**Public Participation**

- None

**Wastewater Treatments Facilities Upgrade Project 2009 with Lift Station  
Resolution 6.3-09 Authorized Representative to File Applications for Financial  
Assistance from the State of Wisconsin Environmental Improvement Fund**

- Slight changing to wording to include lift stations before it just said buildings.

MOTION by Fischer, seconded by Beiser, to adopt Resolution 6.3-09 Authorized Representative to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, and Rogers; ayes.

**Resolution 6.4-09 Resolution Declaring Official Intent to Reimburse Expenditures**

- Slight changing to wording from other buildings to lift stations

MOTION by Fischer, seconded by Beiser to adopt Resolution 6.4-09 Resolution Declaring Official Intent to Reimburse Expenditures. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Besier, and Rogers; ayes.

**Approve lease with Don Biggar's for Parking Lot on North 1<sup>st</sup> Street and Prospect Street**

- Trustee Zabel inquired about maintenance. Very minimal. Summer use only.  
How long is the lease. Year to year.

MOTION by Roehrick, seconded by Beiser, to enter into a lease agreement with Don Biggar's, renewable annually, for the lease of parking lot on North 1<sup>st</sup> Street and Prospect Street. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, and Rogers; ayes.

### **Amend Preliminary Plan for Capital Street Projects**

- Village Administrator briefly reviewed the proposed Capital Street Projects
- Trustee Zabel explained the reason for proposing adding a section of Jefferson Street.
- Trustee Roehrick – will the elevations support this proposal for the sanitary sewers. Yes.
- Dick – think you are making a big mistake by not including replacing the water main on 9<sup>th</sup> St. Approximately \$55,000.00.
- Trustee Livingstone . . . . with the supplemental bids we can choose which projects we want to add depending on the bids.
- Engineer Mike Laue - \$42,000 water and \$13,000 from Sanitary – Elm to Oak . . . did not include all the way thru Willow St.

MOTION by Zabel , seconded by Fischer, to do scenario B with the addition of water on 9<sup>th</sup> Street(from Elm to Willow) and sewer to include the supplemental bids.

Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, and Rogers; ayes.

### **Amend Agreement with MSA**

MOTION by Fischer, seconded by Beiser, to amend the agreement with MSA.

Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, and Rogers; ayes.

MOTION by Livingstone, seconded by Beiser, to adjourn. Carried by voice vote.

6:08 p.m.

## **JULY 15, 2009**

Special meeting of the Village Board called by President Rogers and Trustee Fischer was called to order at 5:30 p.m. on July 15, 2009. Roll Call: Grace, Fischer, Beiser, Livingstone and Rogers; present. Absent: Roehrick and Zabel.

Also present: Dave Wagner of Ehlers; Paul Denis of Schenk Business Solutions; Paul Much and Curt W. of MCO, and Village Administrator Steve Volkert.

### **Water Rate Increase Application**

- Mr. Paul Denis briefly explained the water rate increase application which reflects a 6% rate of return.
- Water rate increase was discussed with input from all present.

MOTION by Grace, seconded by Beiser to adjourn. Carried by voice vote.

6:26 p.m.

Jacquie Stelzner  
Clerk-Treasurer  
Village of Winneconne

