

May 19, 2009

Village Board workshop meeting was called to order at 5:30 p.m. by President Rogers.
Roll Call: Grace, Livingstone, Fischer, Roehrick, Zabel, Beiser, and Rogers; present.

Personnel Policies and Handbook Workshop

Village Board reviewed the proposed personnel policies and handbook.

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

Pledge of Allegiance was said in unison.

Approval of April 21 and May 11 Minutes

MOTION Roehrick, seconded by Fischer, to approve the April 21 and May 11 minutes as presented. Carried by voice vote.

Village and Utility Bills

Trustee Livingstone questioned the two pumps – does it come out of bond money. Eventually yes.

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

Financial Report

APRIL 2009 FINANCIAL REPORT
May 14, 2009
Premier Checking

Balance Forward	\$1,103,941.22
Building Permits/Variance/Fence/Rezoning Applic.	\$337.50
Operator License	\$60.00
Alcohol License/Cigarette Licenses	\$0.00
Cemetery Fees	\$840.00
Clerk Fees/Property Statements	\$1,108.34
Park Restricted Donations	\$5,500.00
Park Rental Fees/Rec Fees	\$11,522.00
Court Penalties/Fines/Parking Violations/Police Rpts	\$1,260.80
DailyAnnual Boat Trailer Parking	\$8,771.05
Interest -Premier/CentTel/WCDA/	\$394.69
Lease payments - Advantage/Cell towers	\$2,195.00
Highway Aids/Misc Str Dpt Fees	\$26,672.26
SD#3 Payment - CWF/Fees	\$7,563.00
CDBG/IDB Receipts	\$5,443.23
Sales/Use Tax Refund	\$1,718.58
Net proceeds - Industrial Park Property (sievert)	\$2,897.93
IDB Per Capita	\$2,858.00
Library Fines	\$371.01

Spring Cleanup Days	\$100.00
Compost Site Annual Stickers	\$1,100.00
Lottery Credit	\$23,353.70
Dog Licenses	\$635.00

APRIL RECEIPTS	\$104,702.09
+ Water and Sewer Receipts	\$115,913.01
Sub-Total	\$1,324,556.32

Less APRIL Disbursements:	
APRIL Payroll Expense	\$79,314.54
APRIL 15th Bills	\$22,784.28
APRIL Federal/State withholding	\$19,494.72
APRIL Board Bills approved	\$73,837.99
APRIL 30th Bills	\$18,373.92
Wisconsin Retirement System	\$7,736.75
Wire Transfer - CWF payment	\$90,505.78
Postage	\$200.00
Credit Card	\$12.74
Misc fees/nsf charges/etc	\$32.00

TOTAL APRIL DISBURSEMENTS	\$312,292.72
SUB-TOTAL	\$1,012,263.60
OUTSTANDING CHECKS	\$54,203.64
ENDING BALANCE	\$1,066,467.24

SWEEP ACCOUNT	\$562,355.57
PREMIER CHECKING	\$157,788.00
CDBG ACCOUNT	\$346,323.67
ENDING BALANCE	\$1,066,467.24

STATE INVESTMENT POOL

General Fund	\$528,853.34
Cemetery Fund	\$101,839.73
Sewer Equipment Replacement Fund	\$872,293.19
1999 1.9 Million Bond Proceeds	\$216.27
2001 Bond Proceeds	\$50.43
2005 Bond Proceeds	\$1,058,294.89
Library Donations	\$12,074.21

BALANCE	\$2,573,622.06
---------	----------------

April 2009 Interest Rate	0.67%
March 2009 Interest Rate	0.73%

Issued 04/27/2009	\$371,797.54
-------------------	--------------

FEBRUARY 2009

#	Name	Address	Job Type	Job Cost
13	Legacy Builders	16 S 1st St	Condo	\$45,000.00
14	Martin Brethouwer	820 Riverview Dr	Roof	\$7,000.00
15	Richard Christianson	126 N 4th St	Electrical service	\$1,000.00
16	Wayne Rudisill	502 Birch St	Roof	\$2,500.00
17	Nick Wicinsky	525 Meadow Lane	Bath remodel	\$2,000.00
18	Kristina Mosely	119 N 4th St	Fence	\$1,800.00
19	Andrew Beiser	144 W Main St	Commercial remodel	\$23,000.00
20	Beiser Realty	144 W Main St	Sign permit	\$1,000.00
21	Rick Peterson	102 N 4th St	Roofing	\$6,000.00
22	Loren Pahl	1108 Barbary Lane	Egress window	\$2,200.00
23	Robert Meinin	516 Adams	Siding	\$5,000.00
24	Robert Meinin	516 Adams	Roofline change	\$10,000.00
25	Robert Meinin	516 Adams	Electrical service	\$1,000.00
26	Dan Grewe	201 Enterprise Drive	Commercial Building	\$280,000.00
	Ben			
27	Meyer	914 Oak Street	Deck	\$5,100.00

TOTAL VALUE OF APRIL BUILDING PERMITS \$392,600.00

TOTAL VALUE OF YTD BUILDING PERMITS \$855,525.00

COMMUNITY DEVELOPMENT BLOCK GRANT HISTORY

Community Development Grant Account \$7,708.49

CDBG - Treasury Plus Account

Balance Forward 03/31/2009	\$344,588.35
Proto-I	\$942.98
Midwest Specialist	\$530.33
Multi Conveyor LLC	
Multi Conveyor LLC	
Interest - April 2009	\$262.01
TOTAL as of April 2009	\$346,323.67

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

Public Participation

Mike Youmans, not convinced storm sewer will help water run the right way. President Rogers explained his straw theory. Mr. Youmans is concerned about drainage in his backyard. Catch basins. Resident can connect to the public service. President Rogers stated that sump pump should run less. President Rogers recommended talking to the engineer one on one. . . we are willing to work with you to address your concerns. Village Administrator Steve Volkert – changing the proposal to do all three years of projects this year. Not on agenda.

Communications

- Website - just a reminder to submit items for the website to the Village Administrator.
- Memorial Day Parade – who will be riding in the parade?
- Board of Review – scheduled for 9:00 a.m. on Thursday, May 21, 2009.
- Vacation Schedule – Clerk stated that to use her vacation she will be working four day weeks most of the summer.

Adopt Agenda

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

Administrator's Report

- Process of hiring a new public works director.
Narrowed field to seven.
Two part interview process.
May 28 at 5:30 p.m.
- Governor's budget – cutting shared revenue an additional 5% -
Would be a loss of \$20,378 in shared revenue.

Public Works

- Refer to minutes.

Finance Committee

- Did not receive minutes.

Police and Fire Committee–

- Burning ordinance.
- Bicycle Rodeo – June 6th Middle School parking lot.
- Hired two new part-time officers – Clayton and Jessica.

Fire

- Nothing to report.

Library

- Summer reading volunteers. Hire a temporary page for the summer.
- Received two generous donations for two new children's computers.
- Statistics – counter 33% increase in April from average of last 3 years.
- Circulation 15% more than the average of the last three years.
- Thank you for your support.

WCDA

- Party in the Park – June 11th at Waterfront Park.

Cemetery

- No meeting

Historic Preservation

- Held Public Hearing to designate two churches as historic sites for local registry. Will meet on July 9th to vote.

Beautification

- Meeting on Thursday.

Park

- Public participation – all will have certification by June 13th.
- Refer to minutes
- Refer to agenda.

Plan commission/Industrial Board

- Did not meet.

Committee Appointments

- Trustee Grace recommended Roehrick as Chair of Park Commission.

MOTION by Fischer, seconded by Beiser, to confirm the committee appointments as amended. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Presentation – Mr. Dave Wagner – Ehlers and Associates

WWTP facilities upgrade – bid in fall, award contracts late fall early winter. Have commitment in hand but wouldn't actually close on loan until January. CWF current rate is less than 3%. Application filed by June 30th makes you Eligible for 50% grant. Know more in August/September about the grant. Recommend move forward at this point . . .just to get the ball rolling.

Resolution 5.01-09 Resolution Declaring Official Intent to Reimburse Expenditures

MOTION by Grace, seconded by Fischer, to adopt Resolution 5.01-09 Resolution Declaring Official Intent to Reimburse Expenditures. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Resolution 5.02-09 Authorized Representative to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund

MOTION by Grace, seconded by Beiser, to adopt Resolution 5.02-09 Authorized Representative to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Dawn Gunderson

- Requirement to authorize each purpose separately
- Summary Resolution – proceed with sale of bonds for purchase.
- Reviewed sizing worksheet.
Refinancing 1999 Bonds. Estimated savings of \$102,000.00.

Street projects.

Walking path and parking lot in Marble Park.

- Total projects cost \$4,800,000.00
- No limitation on how proceed with projects – just need to spend within 3 years.
- Reviewed debt limit calculations. Would still have additional borrowing capacity of slightly over four million dollars.

Mr. Wagner again.

- Start the process of financing just the Sanitary Sewer portion of this package. About \$470,000.00. Must be spent within 12 months.
- Borrow everything together gets a much better rate. Estimate savings \$142,000.00
- Applying for State Trust Fund Loan and a Clean Water Fund small loan.
- Build America Program – part of stimulus package. 35% of interest.
- Downside is if Federal Government doesn't make good on promise.
- General Obligation debt.

Resolution 5.03-09 Initial Resolution Authorizing not to Exceed \$1,965,000 General Obligation Bonds for Street Improvements Projects

MOTION by Roehrick, seconded by Fisher, to adopt Resolution 5.03-09 Initial Resolution Authorizing not to Exceed \$1,965,000 General Obligation Bonds for Street Improvements Projects. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, ayes; Grace, no; Rogers ayes.

Resolution 5.04-09 Initial Resolution Authorizing not to Exceed \$355,000 General Obligation Bonds for Park and Public Grounds Projects

MOTION by Fischer, seconded by Beiser, to adopt Resolution 5.04-09 Initial Resolution Authorizing not to Exceed \$355,000 General Obligation Bonds for Park and Public Grounds Projects. Roll Call: Livingstone, Fischer, Roehrick, Zabel Beiser, Grace, and Rogers; ayes.

Resolution 5.05-09 Initial Resolution Authorizing not to Exceed \$790,000 General Obligation Bonds for Water System Projects

MOTION by Beiser, seconded by Roehrick, to adopt Resolution 5.05-09 Initial Resolution Authorizing not to Exceed \$790,000 General Obligation Bonds for water System Projects. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Resolution 5.06-09 Initial Resolution Authorizing not to Exceed \$470,000 General Obligation Bonds for Sewerage Projects

MOTION by Beiser, seconded by Fischer, to adopt Resolution 5.06-09 Initial Resolution Authorizing not to Exceed \$470,000 General Obligation Bonds for Sewerage Projects. Roll Call: Livingstone, Fischer, Roehrick, ayes; Zabel; no; Beiser, Grace, and Rogers; ayes.

Resolution 5.07-09 Initial Resolution Authorizing not to Exceed \$1,220,000 General Obligation Bonds for Refunding Purposes

MOTION by Fischer, seconded by Roehrick, to adopt Resolution 5.07-09 Initial Resolution Authorizing not to Exceed \$1,220,000 General Obligation Bonds for Refunding Purposes. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Resolution 5.08-09 Resolution Providing for the Sale of \$4,800,000 General Obligation Corporate Purpose Bonds

MOTION by Fischer, seconded by Beiser, to adopt Resolution 5.08-09 Resolution Providing for the Sale of \$4,800,000 General Obligation Corporate Purpose Bonds. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, ayes; and Grace, no; and Rogers; ayes.

Trustee Livingstone – bonds for three years . .if we do most projects in one year .
..estimated earnings would be less than projected.

Authorize Staff to Request Application form for a State Trust Fund Clean Water Fund Small Loan

MOTION by Grace, seconded by Zabel, to authorize staff to request application form for a State Trust Fund Clean Water Fund Small Loan. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Mike Laue, MSA

Schedule adjustment - sets us back about two months. Construction completion about the middle of next year. Takes disruption from three separate years to two construction seasons. Cost savings for volume of work and duplication. Doing once instead of three times. Assessments/unit costs could be different if done as three year project. Consistent assessments.

President Rogers has had a number of residents state they prefer doing the entire street project at one time.

Mike Youmans – why did you not include 7th Street? Not sure. Infiltration was the key.

Park Board

Accept donation of Tree and Bench in Lake Winneconne Park

Accept Donation of Culvert Along Grant Street – St. Paul’s

Accept Donation of Gazebo Cement Path – Beautification Committee

Consensus of Village Board – if not receiving cash money – can be done at committee level.

Approval of Allocating Capital Funds from Seawall Project to Complete Marble Park Parking Lot

- Village Administrator reviewed the seawall project and the Marble Park Parking Lot project.

MOTION by Grace, seconded by Roehrick, to remove the allocation of capital funds from the seawall and increase the allocation of capital funds to the Marble Park Parking

lot to \$266,000.00 Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Police & Fire – Draft to Amend Ord 8-1-24 Open Burning

- Wanted something in place to ban burn barrels.
- Burning of yard waste – like to take to referendum next spring.
- Referred back to Police and Fire Committee

Winnebago County Signing Municipality Recycling Surplus Revenue Ballot

MOTION by Grace, seconded by Fischer, to direct the Village President to sign the recycling surplus revenue ballot and vote to indicate the Village wants the surplus to be returned to the signing municipality. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Alcohol License Applications

MOTION by Roehrick, seconded by Fischer, to accept the alcohol license applications as presented and order published. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Temporary Class B License

MOTION by Fischer, seconded by Roehrick, to grant a temporary class B license to St. Mary's for June 28, 2009. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Streetscape Arch Discussion

- Streetscape was a three phase project.
- We only did the first phase of the project.
- Grace – would like us to continue with the streetscape project.
Finish paving alleys/parking lot and fish cleaning station.
- Zabel – bollards are rusted. Village Administrator Steve Volkert
One year warranty is up. Engineer is going to look into it again.
- Grace – rubber/vinyl coating to go over the bollards.
- Arch – it was suppose to be done. DOT concerns.
- Streetscape project – back to Public Works Committee to see
what part of the project needs to be done. Develop next phase.
Also back to Finance Committee to review.

Approve Update Personnel Handbook

- Wait for answers from attorney.
- Hold until next month.

Accept and Restrict Donations

MOTION by Grace, seconded by Zabel, to accept and restrict the following donations to their respective accounts: Chief Liquid Waste \$925.00 – park; Building the Way \$800.00 – park; Chief Liquid Waste - \$1300.00 – park; Kwik Trip \$800.00 – park; Secura Insurance \$300.00 – park; Marilyn Henze \$200.00 – Beautification; and Kathy

Grace \$500.00 – Beautification. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

Operator License Applications

MOTION by Beiser, seconded by Grace, to grant operator licenses to Jean Marie Schlichting, Kaitlin Jane Hish, Kyle Gerard Felker, and Casey Lee Tanner. Roll Call: Livingstone, Fischer, Roehrick, Zabel, Beiser, Grace, and Rogers; ayes.

MOTION by Grace, seconded by Fischer to adjourn to Thursday, May 21 at 9:00 a.m and May 28 at 5:30 p.m. Carried by voice vote.

Jacquie Stelzner
Clerk-Treasurer
Village of Winneconne