

October 13, 2011 6:30 p.m.

Meeting called to order at 6:30 p.m. by President Pro-tem Livingstone.

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

Budget Workshop

Budget reviewed by Village Administrator Steve Volkert and Village Board trustees.

7:25 p.m.

**Closed Session Pursuant to WI State Statute 19.85(1)(c)
Non-Represented Staff Raises for 2012**

MOTION by Beiser, seconded by Boucher, to go into closed session pursuant to WI State Statute 19.85(1)(c) to discuss non-represented staff raises for 2012. Roll Call: Livingstone, Zabel, Beiser, Boucher, Hoenecke, Falk, ayes.

Raises for non-represented staff was discussed.

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

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

Non-Represented Staff Raises for 2012

MOTION by Beiser, seconded by Boucher, to approve non-represented staff raises for 2012 as presented, excluding the Clerk-Treasurer. Roll Call: Livingstone, Zabel, Beiser, Boucher, Hoenecke, Falk ayes.

MOTION by Boucher, seconded by Beiser, to approve Clerk-Treasurer's wage for 2012.

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

MOTION by Beiser, seconded by Falk to adjourn to 6:00 on October 18, 2011.

Carried by voice vote.

8:47 p.m.

Jacquie Stelzner
Clerk-Treasurer
Village of Winneconne

October 18, 2011

September's monthly board meeting reconvened at 6:00 p.m. on October 18, 2011 for a Budget Workshop. To be followed by the regular monthly board meeting for October. President Rogers called the meeting to order at 6:00 p.m. Roll Call: Livingstone, Zabel, Beiser, Boucher, Hoenecke, present; Falk, absent; and Rogers; present.

Pledge of Allegiance was said in unison.

BUDGET WORKSHOP – 2012 Budget

Falk present at 6:02 p.m.

- 2012 Proposed Budget was reviewed by Village Administrator Steve Volkert
- Transportation aid was higher than anticipated.
- .5% increase in expected expenditures and revenues.
- Total levy 1,475,748.00.
- Village mill rate \$8.73 per thousand a decrease of 14.02% from last year.
- Trustee Zabel . . . coin operated ordinance included in budget? Yes but we have a contingency fund of \$2500.00. Trustee Zabel feels if the ordinance is not enacted we need to adjust the budget accordingly.
- Village Administrator Steve Volkert explained the excess funds and the policy in which to use these funds . . . it can be used to balance the budget if necessary. Last year we used 36,500 to offset the general levy.
- Livingstone - transfer in of \$50,000 from TID #7. TID #7 is closing in 2012.
- Livingstone – capital outlay is different by \$14,000.00. What can we cut from the capital budget? Discussed the backhoe.
- Hoenecke – trade-in value . . . where does it go? Back into the capital fund.

Approval of September 2011 Minutes

MOTION by Livingstone, seconded by Boucher, to approve the September minutes as presented. Carried by voice vote.

Village and Utility Bills

- Trustees questions some of the bills.

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

SEPTEMBER 2011 FINANCIAL REPORT

October 4 2011

PREMIER CHECKING

	\$3,539,170.3
Balance Forward	8
Building Permits/Variance/Fence/Rezoning Applic.	\$1,240.15
Cemetery	\$150.00
Court Fines/Parking Fees	\$1,940.10
Clerk Fees/Property Statements	\$242.40
Park Receipts/Shelter Rentals/Boat Trailer Parking Permits	\$200.00
Interest -Premier/CentTel/WCDA/	\$329.22
SD#3 Payment - CWF/Fees/ Lift Station	\$7,563.00
Scrap Proceeds	\$4,056.70
CDBG Receipts/IDB Receipts	\$11,434.01
Library Fines/ Library Levy	\$34,031.48
Lease payments - cell phone companies	\$1,892.25
Deduct meter sales; Chief WWTP discharge/ Joint Towns	\$1,780.40
SPECIAL ASSESSMENTS - Tree Street Improvements	\$26,006.96
Right of Way Permits/Fill Permits/Compost Site Stickers	\$195.00

EMC Insurance Dividend	\$4,647.00
Auction Sales	\$39,500.00
TOTAL SEPTEMBER RECEIPTS	\$135,208.67
+ Water and Sewer Receipts/Village w/s receipts	\$11,995.31
	\$3,686,374.3
Sub-Total	6
Less SEPTEMBER Disbursements:	
SEPTEMBER Payroll Expense	\$49,946.34
SEPTEMBER 15th Bills	\$13,394.28
SEPTEMBER Federal/State withholding	\$17,879.51
SEPTEMBER Board Bills approved	\$93,775.71
SEPTEMBER 30th Bills	\$65,553.37
Wire Transfers - Associated Bank Bond Payment	\$60,305.00
Health Insurance	\$25,339.00
Kwik Trip	\$3,006.39
Maintenance fees/ chargebacks nsf/credit crd/postage	\$728.75
TOTAL SEPTEMBER DISBURSEMENTS	\$329,928.35
	\$3,356,446.0
SUB-TOTAL	1
OUTSTANDING CHECKS	\$548,686.04
	\$2,807,759.9
ENDING BALANCE	7
	\$2,444,303.8
PREMIER CHECKING	5
CDBG ACCOUNT	\$363,456.12
	\$2,807,759.9
ENDING BALANCE	7
STATE INVESTMENT POOL	
General Fund	\$533,232.72
Cemetery Fund	\$17,065.52
Sewer Equipment Replacement Fund	\$699.47
1999 1.9 Million Bond Proceeds	\$217.42
2001 Bond Proceeds	\$50.70
2005 Bond Proceeds	\$10,195.83
Library Donations	\$12,137.66
2009 Bond Proceeds	\$150,639.09
BALANCE	\$724,238.41
August/September 2011 Interest Rate	0.11%
WWTP PROJECT ACCOUNT BALANCE	\$36,316.54
Associated Bank CD Balance as of 09/30/2011	\$374,499.87
SEPTEMBER 2011 BUILDING PERMITS	

Robert Reed	502 Meadow Lane	Electrical	\$1,000.00
Wind Pointe Harbor	1000 Harbor Pnte Crt	Electrical	\$14,000.00
Main Street Rental	210 N 6th Street	Roof	\$5,700.00
Bonnie Jenss	128 S 1st Ave	Roof	\$1,600.00
Bayland Buildings	202 Enterprise Dr	Early Start	\$15,000.00
Bob Paulson	225 N 10th Avenue	Roof	\$6,000.00
Young Development	101 N 2nd Avenue	Kitchen remodel	\$700.00
Kwik Trip	915 E Main St	Electrical	\$1,500.00
Pat Christianson	123 N 3rd St	Electrical	\$600.00
Martin Vilianus	101 S 2nd Ave	Electrical	\$500.00
Mel Koneman	235 W Main St	Siding	\$500.00

TOTAL VALUE OF SEPTEMBER BUILDING PERMITS \$47,100.00
TOTAL VALUE OF YTD BUILDING PERMITS \$674,800.00

SEPTEMBER 2011 IDB/CDBG LOAN REPORT

IDB LOANS \$7,500.00 9/1/2011 \$723,313.54
Shallbetter LLC
* Interest rate changed to 2.599% as of 3/1/2011 per Steve

CDBG Admin Account \$7,708.49

CDBG Revolving Loan Fund \$359,460.02
Midwest Specialty \$530.33
Multi Conveyor LLC #3 \$713.76
Multi Development \$988.08
Interest - September \$62.09
October Payments made in September \$1,701.84
TOTAL as of SEPTEMBER 2011 \$363,456.12

Façade Account Balance \$54,164.75
Business Incentive Program Loan to Village Pub \$4,000.00 10/4/2011

CDBG Loans		Amount Loaned	Payment Date	Principal	Interest	Balance
Midwest Specialty	2006	\$50,000.00	9/30/2011	\$418.65	\$111.68	\$27,693.14
Multi-Conveyor #3	2004	\$50,500.00	9/23/2011	\$654.46	\$59.30	\$17,381.69
Multi-Development	2010	\$53,000.00	9/23/2011	\$855.34	\$132.74	\$44,005.98

AMOUNT AVAILABLE \$363,456.12

IDB Loan
Shallberter LLC 2009 \$795,000.00 9/1/2011 \$5,890.38 \$1,609.62 \$723,313.54
Shallbetter LLC #2 2011 \$600,000.00 first payment to be made in October 2011

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

Public Participation

- None

Communications

- Clerk gave an update on election machine. Would like to purchase refurbished Optical Scan election machine for \$895.00. We have \$7500.00 reserved in capital fund for a purchase of an election machine.
- Tori, assistant park director, had baby boy. Everyone is fine.
-

Adopt Agenda

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

Administrator's Report

- Attended ICMA conference in Milwaukee last month.
- Working on refinancing of investments.

Committee Reports

Public Works

- Refer to minutes.
- Met with DOT rep today . . . getting back to us end of next week on the Main Street project. Currently scheduled for 2017.

Finance

- Refer to minutes.
- Department head employment agreements were not discussed at the meeting.

Library

- Refer to minutes.
- WI Library Assc has agreement with Amazon for ebooks.
- Tumblebooks interactive ebooks for kids.

Park

- Refer to minutes.

Police and Fire

- Refer to minutes.
- More information to follow about conceal carry law.

Fire

- We found importance of automatic aid yesterday. 5 on initial response. Used Mabas for 1st time. Brought more equipment. Managed to save a house and a garage.

WCDA

- Fall/Winter newsletter is out. Should be in Winneconne News this week.
- Working on WWTP open house scheduled for November 3rd.
- New sign that builder's club designed will be revealed at the open house.

Cemetery

- Refer to minutes.
- Busy meeting . . . two donation requests. Accepted one.
- Reviewed budget.
- Reviewed proposed new ordinances as well as cemetery fees.

Historic Preservation

- Did not meet.

Beautification

- Gallery Reception for John Gremmer October 29 from 2 – 5
- Working on ordinances.

Plan Commission

- Did not meet.

Industrial Development Board

- Did not meet.

Old Business

- None

First Reading of Ordinance 7-12-6 Coin Operated Entertainment Devices

- Dennis Biggar – could you explain why this is needed?
 Village Administrator Steve Volkert - department heads were challenged to look for other revenue sources. One thing mentioned was other municipalities have a license fee for coin operated machines. Concept was fee based on amount necessary to cover the cost of policing.
 What do other communities charge? Police and Fire committee reviewed
 And recommended \$20/ machine and the “poker” machines \$100.00 each.
 Anticipated \$4700 in revenue.
- Russ Reff - What is the point of subsection (c)? Doesn't seem to relate to these machines?
 Amplified sound after hours?
- Mary Holtz – The Other Place . . . We are already being taxed by the State.
 Going to make this a ghost town.

Dennis Lang – Lang's Landing . . . would like to see documentation of what problems it has caused in the past. If business' close – less revenue the village will receive.

Don Stowe – Mid-State Amusements. . . provide machines to businesses. Excessive tax.
 Targeting businesses that are already struggling .

Doug Nelson – Talk of the Town . . . lower taxes . . . understand concept. Now you want to tax us to
 Balance your budget. We are in the same boat you are in. . .
 Revenues decreasing. Targeting the backbone of this community.

Dennis Biggar –Biggar's Supper Club . . . bought Holtz's in 2004 because sales were down.
 Winneconne will have nothing left open.

Micheal Bouras , taxpayer, other communities charge a fee for this license.

Do we have to do it because everyone else is doing it? I have come here on other occasions and changing the story.

Village Administrator Steve Volkert – can read, and adopt on one night. Tonight is only the first reading. Can read the ordinance or forego. Then, month later, second reading then adoption would occur. Only thing on agenda is a reading of proposed ordinance. Recommend stop by and take a look at the entire book of proposed ordinances. Encouraged to get involved.

MOTION by Beiser, seconded by , to waive the reading of the ordinance.
Motion withdrawn.
Hoenecke – can we make a motion to postpone the reading.

MOTION by Hoenecke, seconded by Beiser, to postpone the reading of the ordinance pertaining to Coin Operated Ordinance 7-12-6 indefinitely. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, abstain; Hoenecke, and Rogers; ayes.

New Business

Public Works

Approve Transfer of \$50,000 from 2009 Municipal Street Bonding Program to 2012-2013 Street Improvements

- Recommended by Public Works Committee.
- WI DOT gives allotments to local municipalities for street improvement projects. 50% max from state the balance from the municipality. Minimum life of 10 years. Basically three municipalities in our size range, Omro, Menasha and Winneconne. Now it is our turn. Haven't applied for it for the last ten years. Have to have a five year capital improvement plan. Needed new plan. \$103,000 left in water utility and about \$200,000 left after this \$50,000.00.

MOTION by Boucher, seconded by Hoenecke, to approve the transfer of \$50,000.00 from 2009 Municipal Street Bonding Program to 2012-2013 Street Improvements. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

Apply for Wisconsin DOT 2012-2013 Municipal Street Discretionary Improvement Program \$49,603.50 Matching Grant

MOTION by Boucher, seconded by Beiser, to apply for the Wisconsin DOT 2012-2013 Municipal Street Discretionary Improvement Program Matching Grant - \$49,603.50. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

Approve Resolution #10.1-2011 2012 WDNR Urban Forestry Grant Program

- Continuation of DNR Program – three projects. CTMI training for Hardy. Implement management plan for trees and the 3rd is start tree removal on the island at Lake Winneconne Park. Majority is money we are spending anyways.

MOTION by Boucher, seconded by Hoenecke, to adopt Resolution 10.1-2011 the 2012 WDNR Urban Forestry Grant Program. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

Approve Purchase New DPW Equipment with Funds from Scrap Revenue

- Reviewed by the Village Administrator Steve Volkert
- It was all scrap iron that was salvaged . . .not equipment.

MOTION by Boucher, seconded by Falk, to approve the purchase of new DPW equipment from funds from scrap revenue as presented. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

Park

Accept Restricted Donation – Beiser Realty \$551.00

MOTION by Hoenecke, seconded by Livingstone, to accept and restrict the donation from Beiser Realty in the amount of \$551.00 for an informational park sign. With gratitude.

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

General

First Reading of Ordinance 7-12-6 Coin Operated Entertainment Devices

- Done earlier

Publication of Proposed 2012 Budget

MOTION by Boucher, seconded by Hoenecke, to authorize the Village Administrator to publish the Proposed 2012 Budget. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

Schedule Public Hearing on the Proposed 2012 Budget – Date/Time

MOTION by Livingstone, seconded by Boucher, to schedule the Public Hearing on the Proposed 2012 Budget for November 15, 2011 at 6:00 p.m. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

Operator Licenses

MOTION by Beiser, seconded by Boucher, to grant an operator license to Cherish Glubka. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, Hoenecke, and Rogers; ayes.

MOTION by Zabel, seconded by Beiser, to grant an operator license to Paula Jean Schmitz. Roll Call: Falk, Livingstone, Zabel, Beiser, Boucher, abstain Hoenecke, and Rogers; ayes.

MOTION by Boucher, seconded by Hoenecke, to adjourn. Carried by voice vote.

7:25 p.m.

Jacquie Stelzner
Clerk-Treasurer
Village of Winneconne