



Village Board Meeting  
Monday, May 1, 2023  
6:30 pm

LOCATION OF MEETING: 96 RUSSELL DRIVE

## Meeting Minutes

1. Call to Order, Roll Call: President San Felippo called the meeting to order at 6:30 pm. Trustees present included Eric Stowell, Elizabeth Manian, Duan Urbanski, Mike San Felippo, Jeff Schultz, Barbara Ruege, and Keri Wallenkamp. Village staff present included Clerk/Treasurer Stephanie Waala and DPW Director Peter Lederer. For additional attendees see attached sign-in sheet.
2. Pledge of Allegiance: Those present stood to recite the Pledge of Allegiance.
3. Public Comments on non-agenda items (*limit 3 minutes per speaker*)

Staci Schluechtermann, 243 Christine's Way, the service fee for the park utilities for the whole year will cause these accounts to go over budget. This needs to be looked into more to ensure the budgeted amounts are more accurate.

Bill Goehring, county representative, would like to congratulate the newly elected and re-elected board members.

4. New Business:
  - a. Discussion and Possible Action on the recommendation of the Architectural Review Board for installation of a fence at 126 E Shore Dr.

Trustee Manian made a motion to approve the recommendation; motion was seconded by Trustee Ruege. Motion carried 7-0.

- b. Discussion and Possible Action on the request of John Martin for reduction of utility bill

President San Felippo inquired as to there is no evidence of a leak, and the five-gallon test was done, and the meter is working.

John Martin informed the board that the readings were high and since then has installed a second flow meter to help determine what the issue may be.

President San Felippo expressed that it is hard to determine what if a credit is due because it was never determined what the actual issue was. Recommends the item be held over until the 15<sup>th</sup> meeting to show the next most current reading.

- c. Discussion and Possible Action on the request of Peter Le for reduction of utility bill

Peter Le informed the boar that multiple leaks were found in the basement and have since been repaired.

Trustee Urbanski made a motion to approve the average of 6 months be determined for the chargeable sewer usage for this bill; motion was seconded by Trustee Ruege. Motion carried 7-0.

5. Old Business:

a. Discussion and Possible Action to approve quotes for Weed Abatement

Robert Harry submitted new updated quotes for weed spraying.

President San Felippo inquired to if the quotes included the resident postings and notifications. Mr Harry replied only the Solitude quote includes that. The Lake Association can find volunteers to help put the postings out and recommends Aquatic Biologists because they have worked for the village before to create the sonar map that the other applicants used to create their quotes.

President San Felippo informed the board that the Lake Trust would allow the village to borrow the funds and then the remainder due would be budgeted back in over the next two years, \$16,000 already budgeted and this would be the difference.

Trustee Stowell made a motion to approve the Aquatic Biologists quote with the recommendation of the trust to loan the amount for the spraying and to replenish that account over the next couple of years; motion was seconded by Trustee Manian. Motion carried 7-0.

b. Discussion and Possible Action to approve Retainer Release for R.G. Schmitt

President San Felippo made a motion to approve as submitted; motion as seconded by Trustee Stowell. Motion carried 7-0.

c. Discussion and Possible Action to approve Payment #4 for R.G. Schmitt

Trustee Urbanski made a motion to approve as submitted; motion was seconded by Trustee Ruege. Motion carried 7-0.

d. Discussion and Possible Action to approve Change Order #1 for R.G. Schmitt

President San Felippo informed the board that the additional part was approved to be installed by Peter and the village board at a prior meeting.

President San Felippo made a motion to approve as submitted; motion was seconded by Trustee Stowell. Motion carried 6-0, Urbanski abstained.

6. New Business:

a. Discussion and Possible Action on the recommendation of the Public Safety Committee to approve Ordinance 2023-03 related to Animals.

Trustee Manian requested the change to ensure all dogs who do not have a fenced in yard be leashed.

Trustee Urbanski informed the board that section 4-66 was changed to 10 days to be in line with the state statutes.

Trustee Stowell made a motion to approve as submitted with the addition to Section 3 “on owners

property”; motion was seconded by Trustee Manian. Motion carried 7-0.

- b. Discussion and Possible Action on the recommendation of the Public Safety Committee to approve Ordinance 2023-04 related to Emergency Management and Service

Trustee Stowell informed the board the committee changed verbiage from administrative committee to public safety committee. Other changes included changing the location from the village hall to the fire department. Additional change to take fee out of the ordinance and add it to the fee schedule.

Trustee Stowell made a motion to approve as submitted with the change to Section 1 from “he” “they”; motion was seconded by Trustee Ruege. Motion carried 7-0.

- c. Discussion and Possible Action on the recommendation of the Public Safety Committee to approve Ordinance 2023-08 related to Traffic and Vehicles

President San Felippo informed the board the proposed changes were to be in line with the current state statutes.

Trustee Stowell made a motion to approve as submitted; motion was seconded by Trustee Urbanski. Motion carried 7-0.

- d. Discussion and Possible Action on the recommendation of the Public Safety Committee to approve the Village of Random Lake Emergency Response Plan

President San Felippo requested change of the first contact to be the fire chief instead of the village president.

Trustee Stowell informed the board that updates were made to the phone numbers for village board, staff, and resources. Changes to the flow chart are now in line with the village presidents request.

President San Felippo requested approval today before bringing to the county. They are requesting the same outline for all municipalities but do not see how we can have the same format as other municipalities who do not have the same setup of personnel as the village.

Trustee Stowell made a motion to approve as submitted; motion was seconded by Trustee Ruege. Motion carried 7-0.

- e. Discussion and Possible Action to approve Ordinance 2023-09 related to Alcohol Beverages

Clerk Waala informed the board that change is to be in line with the state statutes.

Trustee Ruege made a motion to approve as submitted; motion was seconded by Trustee Urbanski. Motion carried 7-0.

- f. Discussion and Possible Action to approve the updated Fee Schedule

President San Felippo informed the board he does not feel \$25 for failure to pick up feces is sufficient and should be \$100 per offense.

Trustee Urbanski made a motion to approve as submitted with the increase to \$100 for Failure to

Remove Feces; motion was seconded by Trustee Manian. Motion carried 7-0.

- g. Discussion and Possible Action to approve quotes for A/C and furnace replacement at village hall.

Trustee Urbanski inquired as to why this is not part of an insurance claim. President San Felippo replied that the deductible is \$10,000.

Director Lederer informed the board he does not recommend relocation and can build a form for winter to cover against falling snow.

President San Felippo requests more information on warranties.

No Action taken.

- h. Discussion and Possible Action on the payment date of utility bills

Clerk Waala informed the board that with going to monthly her recommendation would be to have bills be sent out 20 days prior to due date. This will eliminate the overlapping of bills and give the office time to process late payments.

Trustee Urbanski made a motion to approve the recommendation to change the billing dates to 20 days prior to the 15<sup>th</sup>; motion was seconded by Trustee Stowell. Motion carried 7-0.

- i. Discussion and Possible Action on President San Felippo's nominations for the 2023-2025 Board Appointments:

- Architectural Review Board/Plan Commission – Jeff Schultz, John Schluechtermann
- Board of Zoning Appeals – Karen Engel, Brady Bemis

Trustee Urbanski made a motion to approve as submitted; motion was seconded by Trustee Stowell. Motion carried 7-0.

- j. Discussion and Possible Action on President San Felippo's nominations for the 2023-2024 Committee Appointments:

- Finance - Duane Urbanski(chair), Keri Wallenkamp, Jeff Schultz
- Lake, Parks, and Recreation – Elizabeth Manian(chair), Jeff Schultz, Eric Stowell
- Personnel – Keri Wallenkamp(chair), Duane Urbanski, Barbara Ruege
- Public Safety – Eric Stowell(chair), Duane Urbanski, Elizabeth Manian
- Public Works – Barbara Ruege(chair), Eric Stowell, Keri Wallenkamp

Trustee Stowell made a motion to approve as submitted; motion was seconded by Trustee Manian. Motion carried 7-0.

7. Consent Agenda – items within the consent agenda can be considered individually if the Village Board chooses to do so:

- a. Approval of the 04/20/23 payroll: \$24,103.79
- b. Approval of 04/27/2023 Pooled Checking: Water Fund \$75.00
- c. Approval of 05/02/23 Pooled Checking: General Fund \$4,998.11; Water Fund \$4,059.58; Sewer Fund \$9,700.00

d. Approval of April 17, 2023, meeting minutes

Trustee Urbanski made a motion to approve as submitted; motion was seconded by Trustee Manian. Motion carried 6-0, Schultz abstained.

8. Staff and committee reports:

- a. Clerk/Treasurer: Postage machine has been purchased and installed to help with the mailing of utility bills. The Board of Review will be held May 8<sup>th</sup> from 4-6 pm.
- b. Public Works: Buoys are out on the lake but with the wind they have moved, all parks are open, and the boat launch is installed. Spring cleanup is happening, and they will be talking to the county about the asphalt machinery to fix holes in the roads. Picked up the new dump truck today, and both the lawnmowers and UTV have been delivered. The mini excavator will arrive next month to replace the backhoe. Old equipment will be put on surplus auction to help replenish that savings account.
- c. Committees: Public Works – Trustee Ruege informed the board they will be meeting to review ordinances.
- d. President: triathlon for the school will be May 25<sup>th</sup> and the route will be at the next meeting for approval.

9. Adjourn.

*Items on the Agenda may be taken out of order as listed. Created by Stephanie Waala on 05/02/2023.*

*WI Open Meeting Law (Wis. Stat. 19.83(2) and 19.84(2)) In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. A governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings.*