



Village Board Meeting
Monday, May 15, 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, Duane 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.

Blaine Werner, 159A E Shore Dr, Bertram claimed at the July 2022 meeting they were going to contact all residents when they would be coming through their area for installation. This does not seem to be done and is requesting the board follow up with them.

Phil Schmit, 116 S Spring St, has a property on 1st St and the water is rusty and would like have this fixed.

John Schimberg, 719 1st St, has been at his home for over 10 years and the water is not drinkable. They have to buy bottled water and clean their bathrooms every other day.

4. Old Business:

- a. Discussion and Possible Action to approve the request of John Martin for a reduction of a utility bill.

President San Felippo informed the board that the May reading shows 7,783 gallons which is more around the average. The request of John Martin is to pay the average of the prior years usage during that timeframe.

John Martin informed the board that a plumber was contacted and nothing has been noticed since the plumber came.

Trustee Wallenkamp made a motion to approve the clerk to take the quarterly average and recalculate the utility bill; motion was seconded by Trustee Stowell. Motion carried 6-0.

5. New Business:

- a. Discussion and Possible Action on the request for a pavilion fee waiver for the Random Lake Lions Club

Trustee Stowell made a motion to approve the request as submitted; motion was seconded by Trustee Urbanski. Motion carried 6-0.

- b. Discussion and Possible Action to approve a Peddlers license to What's the Scoop.

Trustee Wallenkamp inquires as to if the permit allows someone else to have a truck at the park as well. Clerk Waala informed the board the permit is good for the whole village and not just a specific location.

Trustee Ruege made a motion to approve as submitted; motion was seconded by Trustee Stowell. Motion carried 6-0.

- c. Discussion and Possible Action on the request for road closures from Krier Foods

President San Felippo informed the board he verified with he soccer club that there would not be a home games that dates. DPW will put the barriers out and Krier Foods would need to put them in place at the time of their event.

Trustee Ruege made a motion to approve as submitted; motion was seconded by Trustee Stowell. Motion carried 6-0.

- d. Discussion and Possible Action on the request for road closures from Random Lake School District

President San Felippo informed the board this is the same route as previous years.

Trustee Stowell inquires as to if during the swimming portion if there would be a lifeguard provided. President San Felippo replied that this would be provided by the school.

Trustee Ruege made a motion to approve as submitted with the inclusion that a lifeguard be provided by the school; motion was seconded by Trustee Wallenkamp. Motion carried 6-0.

- e. Discussion and Possible Action to approve the 2023 National Public Works Week Proclamation

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

- f. Discussion and Possible Action to approve the 2023 Emergency Medical Services Week

Trustee Wallenkamp made a motion to approve as submitted; motion was seconded by Trustee Stowell. Motion carried 6-0.

- g. Discussion and Possible Action on the village brush pile regulations

President San Felippo informed the board that plastic bags have been thrown into the pile which then blew into one of the treatment plant motors. This motor was then replaced.

Director Lederer informed the board that dirt has been dropped off along with other types of garbage.

Trustee Wallenkamp suggested that a lot attendant be there and non-residents be charged.

This item was referred to the Public Works Committee for further discussion.

- h. Discussion and Possible Action on the village flag policy

President San Felippo informed the board there have been issues around proclamations done by the Governor and the President. These proclamation are for raising and lowering of the flags on weekends. IT was suggested a policy be created that wherever the flags are on Friday they are then to stay that way until Monday morning.

Trustee Stowell expressed his concern about the cost of having to pay DPW employees overtime just to come in on the weekend to raise and lower the flags.

Pat Depies inquired as to if this would apply for holidays as well. President San Felippo replied yes.

Blaine Werner inquired as to would this policy apply to the fire department as well. President San Felippo replied that it would be a decision made by the trustees. Pat Depies replied that they would like to follow the villages policy.

This item was referred to the Public Works Committee for further discussion.

6. Old Business:

a. Discussion and Possible Action to approve purchase of A/C & Furnace unit for village hall

Clerk Waala informed the board of the update to the warranty spreadsheet to include LK Heating 10 yr equipment and 1 yr service; Bublitz 5 yr equipment and 1 yr service.

President San Felippo informed the board that 101 Heating was the original contractor and JM Mechanical came in at the lowest bid.

Trustee Wallenkamp inquired as to the budget for the building this year is only \$12,000 and this would take half of that budget.

Director Lederer inquired as to if the maintenance budget also included the Aurora portion of the building because they have a window that needs to be replaced. Clerk Waala replied yes.

President San Felippo expressed concern that if we do the A/C now and the furnace next year, will they be compatible due to potential of different contractors. Director Lederer replied that it was recommended by all contractors to replace the furnace as well. It was recommended years ago to replace the furnace then.

Trustee Ruege made a motion to approve quote 1 from JM Mechanical for \$6,050 for a new furnace and A/C unit; Motion was seconded by Trustee Stowell. Motion carried 5-1, Wallenkamp nay.

b. Update on Sewer Savings Accounts

Clerk Waala informed the board that she was able to find digital records of all the sewer accounts going back to 1999. All funds have been tracked and are accounted for. The \$2,759.15 that was being put into a savings account each month was discovered that it was to cover the yearly loan payment for the 1994 Clean Water Fund Loan. In 2013 these transfers were no longer needed as the loan was an 18 year loan and had been paid off. The \$717.50 that was being put into a savings account each month was discovered to still be happening to this date. 5% of all sewer billings was additionally being put into a savings account each month. When bank accounts were consolidated in 2018 this was done as an audit entry each year instead of the monthly transfers.

Throughout the years purchases have been made out of these savings replacement accounts to cover costs for things that needed to be replaced at the plant that were not regularly budgeted. Current balance in the four sewer savings account equal just over \$350,000.

c. Discussion and Possible Action to approve sewer rates

No discussion

7. New Business:

a. Discussion and Possible Action to approve the updated Fee Schedule

Clerk Waala informed the board that the three changes include combining the Plan Commission and Architectural Review Board Fee and increasing it to \$280 to cover the cost of the board members attending the meeting. The second change was to include the LSB (Limited Sewer Backup) fee to schedule that was not included last meeting with all of the other sewer and water inclusions. The third change was to increase the Board of Zoning Appeals Filing fee to \$245 to cover the cost of all the board members attending the meeting.

Trustee Wallenkamp made a motion to approve as submitted; motion was seconded by Trustee Urbanski. Motion carried 6-0.

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

- a. Approval of the 05/04/23 payroll: \$23,418.10
- b. Approval of 05/01/2023 Savings Checking: \$19,015.00
- c. Approval of 05/16/2023 Pooled Checking: General Fund \$14,627.94; TID #4 \$1,354.45; Water Fund \$4,084.74; Sewer Fund \$13,748.94
- d. Approval of 05/16/2023 Ambulance Checking: \$7,803.31
- e. Sheboygan County Sheriff's Office April 2023 report

Trustee Ruege made a motion to approve as submitted; motion was seconded by Trustee Stowell. Motion carried 6-0.

9. Staff and committee reports:

- a. Clerk/Treasurer: 6 park attendants have been hired and they will be attending a 30 minute training this coming Sunday at village hall.
- b. Public Works: Road patching has started, crew is completing the park repairs, and the beach will be open for memorial day.
- c. Committees
 - Finance: Trustee Urbanski informed the board they have been interviewing engineers and an update is to be done at the next meeting.
 - Public Works: Trustee Ruege informed the board that a meeting is scheduled for May 31st at 5pm.
 - Personnel: Trustee Wallenkamp informed the board that they will be meeting in June.

- d. Fire Department: April activities included - 25 ambulance calls, 3 fire calls, EMS drill, Monthly meeting, 11 members attended electric car training in Beechwood, explorers drill, annual hose testing done, flashover training at Silver Creek, drug take back, fire drill, 5 members attended the Badger Firefighter annual banquet at Cascade FD. 1 new member, 3 members completed Driver Operator Certification.

Requests help from the village for blocking of streets for the annual parade. President San Felippo recommended meeting with the Public Safety Committee to coordinate.

- e. President: No Mow May is not a thing in the village and there is an ordinance prohibiting grasses over 6 inches.

10. Adjourn at 7:39 pm

Items on the Agenda may be taken out of order as listed. Created by Stephanie Waala on 05/17/2023.

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.