



Village Board Meeting
Monday, August 20, 2018
6:30 p.m.

Minutes

Meeting called to order at 6:30 p.m. by Village President, Matthew Brockmeier

Members Present: Mathew Brockmeier, Miriam Leavitt, Elizabeth Manian, Barbara Ruege, Mike SanFelippo, Randy Soerens and Eric Stowell

Others Present: Joe Huiras, Lynn Videkovich Coenen, Jackie Rammer, Blaine Werner, Pat Depies, Ken Borchardt, Marilyn Borchardt, Laura Feider, Judy Schluechtermann, Tom Dsams, Sherry S., Lisa Hurley, Gary Feider

1. **Action on minutes from August 6th, 2018:** Motion made by Mike SanFelippo, Second by Miriam Leavitt to approve the minutes. All in favor. Motion Carried.

2. **Public comments (comments limited to 3 minutes per person):** n/a

3. **Action to enter closed session per Wisconsin Statute 19.85 (1)(c)**

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

Motion made by Mike SanFelippo, second by Miriam Leavitt to enter closed session. All in favor. Motion carried.

a. **Village Personnel – Office and Support Staff**

b. **AEMT**

Action to leave closed session and re-enter open session: 8:28 pm

Randy Soerens excused himself

4. **Discussion, review and possible action on closed session recommendations regarding office and support staff, and AEMT**

5. **Discussion, review and possible action on Personnel Committee recommendations:**

a. **Bonuses for Laura Feider and Joe Huiras related to work during Clerk/Treasurer transition:**

Miriam Leavitt made a motion to pay Laura Feider a bonus of \$750.00 for three months of being in the office. Motion approved

b. **Differential pay rate for Laura Feider for office work for limited period:** n/a

6. Discussion, review and possible action on general fund and wastewater fund audited financial statements for 2017. General Fund:

LT debt for all categories \$3M ending balance: 1.3M village, TIF \$400k, wastewater shows little debt. 2.8m in bank at year end. 3.8M pledged by bank to cover cash over FDIC limit. TIF 3 is break even, small deficit covered in developer's agreement of \$13k. Sewer: positive income of 100k. 23k capital outlay for new generator. 100-125k expenditures would be supported by annual revenue. Motion by Miriam Leavitt to accept 2 audit reports for wastewater and financial audit for the general fund, Seconded by Barb Ruege. All in favor. Motion carried.

7. Discussion, review and possible action on level of review for 2017 Water Department financial statements. :

2017 audit done for water dept., Greg still to do more testing on analytical side. Paul recommends limited audit, does not expect to find an issue if full audit is done. Motion made by Mike SanFelippo to conduct a review of the water department, 2nd by Barb Ruege. All in favor. Motion carried.

8. Discussion, review and possible action on accounting status, procedures and support:

Short term suggestions align with Saukville and Adell. Patty in Plymouth willing to assist. Tax related issues, county treasurer to assist - Laura Henning Lorenz. Mentoring program in Sheboygan County. Tax roll money deposited but not recorded, JE's, reconcile cash in GF, water and sewer. Health insurance allocations to appropriate funds need to be done. Fix allocations between funds. Library board expressed concern about unknown financial status. Office looking to automate some of our procedures with Workhorse, i.e.: direct deposit.

9. Discussion, review and possible action on Joint Finance and Personnel Committee recommendation regarding property tax increase referendum to support the AEMT position for 2019 and beyond:

Seek same level of funding for 2019 & beyond as was in 2018. \$70,204 above the allowed levy from 2018 to \$916,504. Motion by Mike SanFelippo that we ask for

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. The Board may not take formal action on a subject raised in the public comment period, unless that subject is also identified in the meeting notice.

exceeding state imposed levy limit for \$70,204 to be used only for salary/benefits for AEMT position to be determined by referendum. Motion Seconded by Miriam Leavitt. All in favor. Motion carried.

10. Discussion, review and possible action on recommendation on payment to PTS

Contractors for work on street, sewer and water projects: Garbage trucks caused soft spots along curbs, additional expense to project. Motion made by Mike SanFelippo to pay PTS payment #4 in the amount of \$233,954.37. Elizabeth Manian seconded the motion. All in favor. Motion carried.

11. Discussion, review and possible action on hiring PTS Contractors for installing five new catch basins on Krier Lane, North Street and Random Lake Road:

Miriam Leavitt made the motion to hire PTS contractors for install of 5 new catch basins on Krier, North and Random Lake road for \$9150.00. Eric Stowell seconded the motion. All in favor. Motion carried.

12. Discussion, review and possible action on recommendations from Plan Commission and Architectural Review Board:

- Tom Slezewski, 323 Carroll Street - Deck
- Joan Edwards, 63 Russell Drive – Deck & Ramp
- Mark & Ruth Seiter, 169 East Shore Drive – Addition and Garage
- Laurie Leavitt, 86 Butler Street – Front Porch
- Cori Ross, 59 East Shore Drive – Storage Shed

Beth Manian made a motion to accept Slezewski, Edwards, Seiter, and Leavitt proposals, seconded by Miriam Leavitt. Cori Ross tabled pending additional information, claim against adverse possession. All in Favor. Motion carried.

13. Discussion, review and action on the following:

- a. Approval of bills: Motion by Mike SanFelippo, Second by Miriam Leavitt to approve the bills. All in favor. Motion carried.

Aramark	130.06	Rick Videkovich	682.50
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Archer Mat Rental	43.66	Silver Creek Nurseries	136.00
Amanda Isler (Utility Refund)	132.79	TJS	8250.00
Brugginks	75.00	Tonka Water	1400.85
Burmesch Variety	19.76	Bonnie Klitzkie(Chief)	236.17
Chem Trade	309.95	Diane Neumann (Chief)	162.00
County of Sheboygan	386.02	Julie Neitzke (Chief)	72.00
Kapur Associates	1818.64	Janet Nett (Inspector & SVD)	81.70
Lakeside International	205.89	Linda Kies (Inspector)	75.00
Lynn Videkovich Coenen (election)	49.54	Marjorie Thiel (Inspector)	100.00
Municode	750.00	The Sounder (2yr renewal)	49.00
Red Flint Sand & Gravel	6378.00	Wisconsin Dept. of Revenue	253.50

b. Alcohol License: None

c. Operator License:

- Joshua D. Roberts (See attachment)
- Jamie L. Schneider ✓
- Dacia A. Backhaus ✓

-Elizabeth Manian made a motion to accept Schneider/Backhaus, Eric Stowell seconded. All in favor. Motion carried.

d. Short-Term Rental License: None

e. Building Permits: None

f. Correspondence/Communication:

- As Received

14. Committee and staff reports:

a. Public Works

15. **Items for next agenda:** Next meeting on September 10TH. Discuss AEMT position and office situation. Meet September 17th as well.

16. **Adjourn:** Motion made by Mike SanFelippo, second by Miriam Leavitt to adjourn the meeting at 10:13 pm.

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