



Village Board Meeting Minutes May 2, 2022

1. Call to Order, Roll Call: President San Felippo called the meeting to order at 6:30 pm. Trustees present included Eric Stowell, Blaine Werner, Elizabeth Manian, Mike San Felippo, Duane Urbanski, Barbara Ruege, and Keri Wallenkamp. For additional attendees see attached sign-in sheet.
2. Pledge of Allegiance: Those present stood to recite the Pledge of Allegiance.
3. Approval of April 4, 2022, Village Board minutes and April 18, 2022, Village Board meeting minutes:

Trustee Wallenkamp made a motion to approve the April 4, 2022, Village Board minutes with the correction of the spelling for Jay Steffen's name, Motion seconded by Trustee Ruege. Motion carried 4-0, Trustee Manian and Trustee Urbanski abstained.

Trustee Wallenkamp made a motion to approve the April 18, 2022, Village Board minutes with the correction of the spelling for Jay Steffen's name, motion seconded by Trustee Stowell. Motion carried 6-0.

4. Public Comments:

Blaine Werner as a member of the Fire Department thanks the village board and his wife for their support over the past year.

Kathy Kopping expressed her support for Blaine Werner and his help to her over the years at the fire department. Dorris Mehr expressed her support for Blaine Werner as he was always helpful to her at the fire department and dedicated to the village.

5. Old Business:

- a. Discussion and Possible Action on Planned Maintenance Agreement with Total Energy Systems, LLC for generator:

President San Felippo informs the board that this is an agreement for annual maintenance, a 2 hour load, and fluid sampling. This is not a 5 year agreement and can be cancelled at any time.

Trustee Werner asks for clarification on the maintenance and the commonality of testing. DPW Director Lederer clarifies that the maintenance should be done monthly and they will create a schedule.

Trustee Werner made a motion to accept the purchase of the generator from Total Energy Systems, LLC; seconded by Trustee Ruege. Motion carried 6-0.

6. New Business:

- a. Discussion and Possible Action on Request from Random Lake School District for the 13th Annual 7th and 8th Grade GOTCHA Triathlon.

This is an annual event and the DPW has already been contacted about setup.

Trustee Stowell made a motion to approve the request from the Random Lake School District as submitted; motion seconded by Trustee Ruege. Motion carried 6-0.

- b. Discussion and Possible Action on the proposal from the Adell Area Community Center for a mailing.

Linda Spitzer presented to the board the request to possibly do a mailing, across the neighboring communities, of a survey with the water bills.

Trustee Wallenkamp inquires as to comparability of the Adell facility with the Sheboygan Falls facility. Mrs Spitzer clarifies that the Adell facility currently only offers services on Wednesdays but are booked the whole

day.

Trustee Werner recommends the information about the survey be sent out via the villages email system that is used for sending out water bills.

President San Felippo recommends the information about the survey can additionally be sent out in the village newsletter.

Trustee Wallenkamp made a motion to approve the participation in the distribution of the survey via email and mail; motion seconded by Trustee Ruege. Motion carried 6-0.

- c. Discussion and Possible Action on the recommendation from the Lake, Parks, & Recreation Ad-Hoc committee to make the Bob McDermitt Park parking lot changes – separate entrance and exit locations for safety concerns for parking lot attendants.

Trustee Stowell informs the board the proposal is to have the entrance at the current location on Russell Drive and to create an exit on Hickory Dr. The proposal also includes moving the parking lot attendant station closer to the beach so that traffic does not back up as much on Russell Dr.

DPW Director Lederer expresses his concern about the sidewalk on Hickory Dr and would need to get more information from the ADA on the length of an approach for the exit.

Trustee Stowell expresses that the location of the parking lot attendant would not be permanent and will be moved to different locations throughout the summer to see what works best for flow of traffic and avoidance of backups at the boat launch.

Trustee Wallenkamp made a motion to accept the recommendation of the committee to create a separate entrance and exit into the parking lot, with the exit being a right turn only; motion seconded by Trustee Stowell. Motion carried 6-0.

- d. Discussion and Possible Action on the recommendation from the Lake, Parks, & Recreation Ad-Hoc committee for the donation of a 3-door upright freezer for the new pavilion from the Random Lake Lions Club.

President San Felippo informs the board the freezer was bought by the Lions Club with the intention of donating it to another organization. That organization has declined to accept the freezer and that is why they are currently proposing to donate it to the village.

Trustee Stowell made a motion to accept the donation of a 3-door freezer from the Random Lake Lions Club for a possible new pavilion; motion was seconded by Trustee Manian. Motion carried 6-0.

- e. Discussion and Possible Action of virtual broadcasting of village meetings.
After discussion by the decided to do additional research into the different online meeting services. With the capability to have the public present, but not having the capability to comment. But with the capability for board members or village staff to attend and have the capability to comment.

No action taken.

- f. Discussion on the updates about Music in the Park.

Laurie Urbanski informs the board that bands have been booked for June through August. The survey that was in the Sounder newspaper was a success in recommendations for bands and food. Concession bookings are still in the process of being finalized, but there is a want for additional options. This year the farmers market will be moving from Saturdays to coincide with Music in the Park in hopes for more participation. During the events surveys will be handed out in hopes to get more suggestions for future events.

- g. Discussion of submission timelines for items to be placed on the meeting agenda.

President San Felippo informs the board the new submission timeline for items to be placed on the agenda will be at noon on the Thursday before the Monday meeting.

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

- a. Review of Voucher and Checks: General Fund \$21,004.84; TID #3 \$0.00; TID #4 \$0.00; Water Fund \$2,355.58; Sewer Fund \$13,246.61; Payroll \$32,645.65 (April 7 & 21 payroll)

Trustee Wallenkamp made a motion to approve the General Fund, Water Fund, and Sewer Fund vouchers; motion seconded by Trustee Ruege. Motion carried 6-0.

Trustee Wallenkamp made a motion to approve the Payroll Check minus the check issued to Jo Ann Lesser for 102.60 hours for vacation as she cut her own check without approval which is in violation of the employee handbook; motion seconded by Trustee Ruege. Motion carried 5-1 (Trustee Manian).

8. Staff and committee reports:

- a. Clerk/Treasurer: Clerk/Treasurer Waala informed the board that Maria is doing well and is going through the second times of doing payroll and checks. The annual liquor licenses letters will also be going out this week.
- b. Public Works: DPW Director Lederer informed the board that the parks are up and running, the pier will be installed this week, banners went up last week, and flag poles will be going up this week. They are currently looking into purchasing more safety equipment as well as doing confined space training for all the employees. Trustee Werner suggested that he contact LTC to see if they can come down and do the training in person as they have gone to Lakeside Foods in the past for the same thing.
- c. Committees:
Personnel Committee: Trustee Wallenkamp informed the board that they met the past Friday with all the village employees to get an update on how everyone was doing now at full staff.

Lake, Park, & Recreation Committee: Trustee Werner informed the board the Jacoby family will be paying for the sign and the bench at the new park. A sample of the new sign was presented.

- d. President: President San Felippo informed the board that residents and businesses have started the spring cleanup. The Bob McDermott Park sign has been updated and will contact the family about doing a ceremony.

9. Consider and Act by Roll Call Vote to enter into Closed Session Pursuant to SS.19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body had jurisdiction or exercise responsibility.

Trustee Ruege made a motion to move into closed session at 7:57 pm; motion seconded by Trustee Stowell. Roll Call Vote 6-0 to approve motion to move into closed session.

Trustee Stowell made a motion to move out of closed session and act on items discussed in closed session at 8:30 pm, motion seconded by Trustee Ruege. Motion carried 6-0.

Trustee Wallenkamp made a motion to purchase gift cards for Dan Klotz and Maria Tate not to exceed \$100; motion seconded by Ruege. Motion carried 6-0.

Trustee Wallenkamp made a motion to back pay Tyler Siegel for a pay rate of \$22 to November 2021; motion seconded by Trustee Stowell. Motion carried 6-0.

Trustee Wallenkamp made a motion to create a new DPW position of Crew Leader; motion seconded by Trustee Ruege. Motion carried 6-0.

Trustee Wallenkamp made a motion to promote Tyler Siegel to the position of Crew Leader; motion seconded by Trustee Stowell. Motion carried 6-0.

Trustee Wallenkamp made a motion to extend the temporary employment of Phil Jacoby to July 1, 2022; motion seconded by Trustee Ruege. Motion carried 5-1 (Trustee Stowell)

Trustee Wallenkamp made a motion to set the hiring wage for the seasonal summer parking lot attendants to be \$12 for first year employees, and \$0.25 additionally per year for return employees; motion seconded by Trustee Ruege.

Motion carried 6-0.

10. Adjourn: meeting ended at 8:47 pm.

Items on the Agenda may be taken out of order as listed. Created by Clerk Stephanie Waala, May 11, 2022.

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.