



Village Board Meeting
Monday, November 21, 2022
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 Blaine Werner, Elizabeth Manian, Mike San Felippo, and Duane Urbanski. Eric Stowell and Keri Wallenkamp attended virtually. Village staff present included Clerk/Treasurer Stephanie. For additional attendees see attached sign-in sheet.

2. Pledge of Allegiance: Those present stood to recite the Pledge of Allegiance.

3. Public Comments.

Resident Staci Schluechtermann would like the board to stick to the budget. When talking about the sewer user rates the board should consider fixed income users. The Wastewater treatment operator should get certified so we do not have to pay someone else to do the reporting.

4. New Business:
 - a. Discussion and Possible Action on the Recommendation of the Architectural Review Board/Plan Commission on the conversion of a 3-season porch and restructure of roof at 77 Russell Dr.

Trustee Werner made a motion to approve as submitted, motion was seconded by Trustee Manian. Motion carried 6-0.

5. Old Business:
 - a. Update on the Wastewater Treatment Plant Timeline

Jon Cameron of Ehlers informed the board that the plans are approved by the DNR and the Clean Water Fund.

Aaron Groh of Kapur informed the board they are at the final point of completing plans and will be available to contractors on November 28th. Kapur will be hosting pre-bid walkthroughs on Monday December 12th. Bids will be opened on December 21st, and they are hoping for 3-4. At that time, they will review them and then recommend a bid to the village board at their January 16th meeting. Start of construction should be March or April dependent upon the contractor's availability. Completion of the plant will be in December 2024.

- b. Discussion on the sewer user rate

Jon Cameron informed the board that as the project is getting closer to bid there are financial decisions that need to be decided. The Clean Water Fund application was submitted in September to the WDNR and WDOA. The current rate is at 2.27% for a 20 year fixed. 20% principal forgiveness through a grant will be finalized when the application is approved and a resolution will need to be created. The target date for closing of the loan is April or May with a \$7.3 million estimate which will be updated after bids are received. The \$378,500 principal payment will need to be paid by user rates as there is not enough general obligation available. The increase will also cover operation and staff costs.

If the rates were to be increased all at once it would go from \$12.55 per 1,000 gallons to \$27.08 per 1,000 gallons. At time of the closing of the loan there will be an initial draw due to accumulated costs before closing. May 2025 will be the first principal and interest payment but interest only payments will need to be made in November 2023 and the twice in 2024. There is an approximate interest of \$133,000 each year.

Rate increases can be phased in until the date of completion in December 2024. The state recommends one rate increase and if phasing is done then a resolution will need to be done to prove to the state that the increases will be done. First phase increase would be in early 2023 and second in December 2024. If the board chooses 1 rate increase there would be an additional revenue of \$500,000 to help cover the loan and labor costs. Once bids are received then a decision to the type of rate increase will need to be decided.

Trustee Werner inquires as to does additional staff need to be required. Aaron Groh informed the board that a second person is for coverage when the main operator is not there. President San Felippo informed the board the village currently has an employee that is budgeted to be part time sewer.

Trustee Werner inquires as if there are other plants that Kapur is working on and if the bid estimate is accurate. Aaron Groh informs the board the clean water fun is going to help with material costs. By bidding in December it can save costs because it is before other projects are out to bid. Contractors are prebuying to ensure materials and coming in at estimated costs.

Trustee Wallenkamp inquires as to what the \$5.8 million cost includes. Aaron Groh informed the board the amount will cover all construction, equipment, contingencies, and costs for a construction management which is required with the clean water loan.

Trustee Wallenkamp inquires as to how large these building will be and what is the cost per square foot. Aaron Groh informs the board there will be one new building, new clarifiers and new basins. The cost per square foot is not something that has been analyzed because underground tanks are part of the new construction.

Jon Cameron informs the board that currently the village is charging a volumetric rate per \$1,000, but some plants have this plus a fixed charge similar to how the water is charged. President San Felippo informed the board the meaning for a fixed rate charge would be for all the vacation home and Airbnb.

Trustee Werner inquires about properties with multiple users, but only one meter, will they be charged multiple charges. Jon Cameron informed the board the fixed rate would only be billed per meter, but can be dependent on meter size.

President San Felippo informed the boar that currently half of the villages debt is sewer and this would help to pay that off instead of using general funds to pay off debt. The village ordinance currently in place requires the village to replace sewer and water at the time of road replacement. Possible road projects in the next two years on Lake Dr because they have had 13 water main breaks.

Jon Cameron informed the board he will verify with the state the allowable increases and can give more accurate scenarios once bids are back.

6. New Business:

- a. Discussion and Possible Action to approve Ordinance 2022-06 related to Worthless Payments, Overpayments, and Underpayments.

Clerk Waala informed the board that this is being proposed as a recommendation from Sheboygan County as this is their current policy for payments. The over and underpayments threshold of \$2 would be due to cost associated in the office for processing and mailings.

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

- b. Discussion and Possible Action on the changing of Dental and Vision insurance carriers for village employees.

Clerk Waala informed the board she was approached by their Aflac representative with the new plans brought out for Dental and Vision. The packet includes the premiums amounts and Aflac is cheaper and has better coverage.

Trustee Manian made a motion to approve Aflac as the new village employee Dental and Vision carriers, motion was seconded by Trustee Urbanski. Motion carried 6-0.

c. Discussion and Possible Action on the Medical Director position for the Random Lake Fire Department

President San Felippo informed the board he was contacted by Fire Chief Pat Depies who had received multiple requests to change medical directors. He spoke with the village attorney for recommendation.

President San Felippo made a motion to send back to the fire department for a recommendation on (a) are we changing it to who and why? (b) are we staying with who we currently have and why?, motion was seconded by Trustee Werner. Motion carried 6-0.

d. Discussion and Possible Action on the closing of Carroll St for the December 2nd Night of Lights

Trustee Urbanski inquires on if more roads should be blocked for safety. President San Felippo informed the board that additional barriers can be put out and will work with Peter to create a plan.

Trustee Stowell made a motion to approve as submitted, motion was seconded by Trustee Wallenkamp. Motion carried 5-0, Trustee Werner abstained.

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

- a. Approval of Payroll Vouchers for 11/17/2022: \$23,590.97
- b. Approval of Accounts Payable Check for 11/22/2022: General Fund \$82,837.69; TID # 4 \$8,282.36; Water Fund \$6,836.59; Sewer Fund \$21,292.78
- c. Approval of the November 7, 2022 meeting minutes
- d. Sheboygan County Sheriff's Department October 2022 Activity Report
- e. Approval of a Temporary Class B License for the Random Lake Historical Society on December 2, 2022.
- f. Operator License for Ryan Stephen LaBrasca

Trustee Urbanski inquires as to the \$57,000 invoice to Sheboygan County. President San Felippo informed the board this was for the Carroll St project.

Trustee Wallenkamp inquires on the application for Ryan Stephen LaBrasca as the application is not matching the criminal record. Clerk Waala informed the board she will contact Washington County and get clarification on the OWI charge and if it is still pending.

Trustee Stowell made a motion to approve the consent agenda with the removal of line item 7f, motion was seconded by Trustee Urbanski. Motion carried 6-0.

8. Staff and committee reports:

- a. Clerk/Treasurer Waala informed the board the election is completed and has received good feedback on election day about the new layout. Carissa received her new computer last week and can now submit for a grant from the Wisconsin Elections Commission to pay a portion of it. Will be attending training on December 1st and 2nd so asks that all board packet items be submitted to the village by Wednesday the 30th. Diane Neumann is retiring from being a chief inspector for the elections so they will be looking to get someone new trained for 2023.

- b. DPW Director Peter Lederer was on vacation so Clerk Waala informed the board that crews were picking up leaves until the snow on Tuesday as well as running the street sweeper. All trucks and equipment are setup for snow and salting was done on Tuesday and Wednesday. All bathrooms are closed for winter, buoys and one pier were taken out of the lake. They still have to pull out the boat launch sometime next week. WWTP update that all the RBC's are back up and running. The skating rink will be setup next week.
 - c. Committees: None
 - d. President San Felippo informed the board that every Saturday the IT company is doing scans. The laptops are failing because they are not being rebooted. Requests that at every Mondays meetings the laptops are rebooted so updates can be done. Will be lifting the parking restrictions as of 11/21/22 as there is now snow in the foreseeable future.
9. Consider and Act by Roll Call Vote to Enter into Closed Session for the following:
- a. Pursuant to SS. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Contract Agreements)
 - b. Pursuant to SS. 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 (Employees).

Trustee Urbanski made a motion to move into closed session at 7:50 pm, motion was seconded by Trustee Manian. Motion carried 6-0.

Trustee Werner made a motion to move out of closed session at 8:10 pm. Motion was seconded by Trustee Urbanski. Motion carried 6-0.

Trustee Werner made a motion to gift Laurie Urbanski \$500 in chamber bucks for her dedication to Music in the Park, motion was seconded by Trustee Wallenkamp. Motion carried 5-0, Trustee Urbanski abstained.

Trustee Wallenkamp made a motion to gift Diane Neumann \$200 in chamber bucks for her dedication to working the elections, motion was seconded by Trustee Stowell. Motion carried 6-0.

10. Adjourn at 8:13 pm