



Village Board Meeting  
Monday, January 16, 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, Blaine Werner, Elizabeth Manian, Mike San Felippo, Duane Urbanski, 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.

Staci Schluechtermann requested the board please stick to a budget. Concerned about a line item up for approval that was not previously budgeted.

Bill Goehring updated the board on the search for a county administrator. 3 candidates have been interviewed and an offer is being sent to 1 applicant. This will not be official until the February County Board meeting.

4. New Business:
  - a. Discussion and Possible Action on the recommendation of the Architectural Review Board/Plan Commission on the construction of a new home at 114 Mueller Ln.

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

- b. Presentation from Kapur on Wastewater Treatment Plant bids

Engineer Aaron Groh informed the board a formal presentation will be on February 6<sup>th</sup> based on the prices and what options are available. The estimated bid was \$7.3 million and the low bid came in at \$14.8 million. Have met with the low bidder to understand the differences and was told it was based on material costs and labor shortages. Have reached out to the Clean Water Fund to see if there are additional funding options available. Will meet with Mike and Peter prior to the meeting if additional questions need to be answered.

Trustee Werner states it was said earlier that bidding early would save money, but if the village waits will it be even higher.

Trustee Wallenkamp expresses her concern that bid package 1 came in double and with bid package 2 coming in yet this could be a \$20 million plant. Engineer Groh replied they have been looking into cost of a possible new plant as well as hiring private and having someone else treat the waste.

Trustee Wallenkamp asked for clarification that could the high cost be because we are a municipality. Engineer Groh informed the board he does not think that is so.

Trustee Werner asks for clarification on how much longer can the village go before it falls apart. President San Felippo informed the board that is unknown but things break and they repair what they can.

c. Presentation from Ehlers on financial planning

Jon Cameron presented the proposal to complete a financial management plan. It is a long-range plan for 5 years operating and capital expenditures. Operating fund information going line by line of general and utilities accounts. The plan can be completed in 4 workshops with the board.

President San Felippo informed the board he had tasked Jon to put together the plan presentation after treatment plant bid openings.

Trustee Wallenkamp inquires as to if the \$17,000 cost would be monthly or annually. Cameron informed the board it would be the total cost.

Trustee Werner would like to have the finance committee review the plan before making a decision.

d. Discussion and Possible Action on the 2023 Fee Schedule updates for Sewer Connection

President San Felippo informed the board that the sewer connection fee has not been updated on the fee schedule since 2020.

Trustee Wallenkamp asks for clarification on if there is a minimum of \$2,000 up to a certain square footage. President San Felippo replied that he did not look into that as no one else in the surrounding communities are doing that.

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

5. Old Business:

a. Discussion and Possible Action on a sewer rate increase

President San Felippo informed the board that with the treatment plant bids coming in high he felt it was a discussion that needs to happen.

Trustee Wallenkamp informed the board she would like to get a recommendation for Ehlers

b. Discussion and Possible on water billing frequency.

Trustee Werner informed the board he requested an update on if it was cost efficient to go monthly instead of quarterly.

Clerk Waala informed the board that no additional review was done, but it can be part of the Ehlers presentation on rate increases.

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

a. Approval of Payroll Vouchers for 01/12/2023: \$23,022.06

b. Approval of Accounts Payable Checks for 01/17/2023: General Fund \$48,891.46; Water Fund \$3,179.57; Sewer Fund \$3,298.45; 2022 payments \$120,736.41

c. Approval of December 27, 2022 meeting minutes

d. Approval of the January 3, 2023 meeting minutes

e. Waiver of Pavilion Rental Fee for Random Lake Association on January 28, 2023

f. Approval of Temporary Class B License for the Random Lake Association's Winter Walkabout on January

28, 2023.

- g. Waiver of Temporary Class B License Fee for Random Lake Association's Winter Walkabout on January 28, 2023
- h. Approval of Operator Licenses for the following:
  - Nancy Bunge
  - Ashley Michelle Behr
  - Cory Mary Sandoval
- i. Review of Sheboygan County Sheriff's Department December 2022 report

President San Felippo asks for clarification on invoices labeled 2022 prepayment. Clerk Waala informed the board this is done for auditing purposes and once the audit is complete then they will be put into the proper accounts.

Trustee Wallenkamp informed the board she is weary of waiving fees for the same groups over and over again.

Trustee Urbanski suggests the Lake, Parks, and Recreation Committee put together a policy for waiving of fees.

Trustee Stowell made a motion to approve items a-d and h-I as submitted, motion was seconded by Trustee Wallenkamp. Motion carried 6-0.

Trustee Wallenkamp made a motion to approve item e as submitted, motion was seconded by Trustee Stowell. Motion carried 4-0, Trustees Werner and Urbanski abstained.

Trustee Wallenkamp made a motion to approve item f as submitted, motion was seconded by Trustee Stowell. Motion carried 4-0, Trustee Werner and Urbanski abstained.

No motion made for item g

7. Staff and committee reports:

- a. Clerk/Treasurer: Clerk Waala informed the board the January tax settlement has been completed and sent out. Year end process are in the works and W-2's and 1099's have been sent out. The Wisconsin Election Commission Grant that was applied for has been approved and the village will be receiving \$1,200 to offset the cost of Carissa's computer. There will be a February 21<sup>st</sup> election and minimal staff will be present for an expected low turnout.
- b. Public Works: Director Lederer informed the board that all leaks in the ice-skating rink have been fixed and it is currently holding water. The staff is working on repairs of equipment in the shop. The new lawnmowers built and they will be receiving it in March.
- c. Committees:
  - Personnel: Trustee Wallenkamp informed the board they have a meeting scheduled for Monday the 23<sup>rd</sup>.
  - Lake, Parks, and Recreation: Trustee Werner informed the board there was discussion about the building at the park they hope to have completed plans by the next meeting.
- d. Fire Department: Chief Depies informed the board there were 7 fire calls in December, 1 ice rescue, 1 auto accident, and 37 ambulance calls.
- e. President: President San Felippo thanked the DPW for working on the skating rink because of the cut made during thin ice. Thanked Jacob for bringing water to refill the ice rink. Thanked the fire department and

other communities for efficiency for the ice rescue.

8. 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 purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Wastewater Treatment Plant)

Trustee Wallenkamp made a motion to move into closed session at 7:26 pm, motion was seconded by Trustee Stowell. Motion carried 6-0.

9. Reconvene to Open Session Pursuant to SS. 19.85(2).

Trustee Wallenkamp made a motion to move into open session at 8:20 pm, motion was seconded by Trustee Urbanski. Motion carried 6-0.

10. Discussion and Possible Action on closed session matters.

No action taken

11. Adjourn at 8:21 pm

*Items on the Agenda may be taken out of order as listed. Created by Stephanie Waala on 02/01/2023.*

*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.*