



Village Board Meeting
Monday, February 6, 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 Blaine Werner, Elizabeth Manian, Mike San Felippo, Duane Urbanski, and Barbara Ruege. Keri Wallenkamp attended virtually. Eric Stowell arrived at 6:48 pm. 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.

John Hawley introduced Natasha Torrey who is running for Circuit Court Judge at the upcoming April election. Natasha Torrey gave a summary of her personal and professional accomplishments.

Staci Schluechtermann questioned how chamber bucks will be collected, will a substitute be given, how will it be recorded properly. Questioned why there is no stop sign coming out of the subdivision on Orth as it is a traffic hazard.

4. Old Business:

- a. Discussion and Possible Action on the Recommendation of the Plan Commission to approve the final plat for the Woodland View Subdivision submitted by the Scholler Development, LLC.

President San Felippo informed the board the Plan Commission approved the plat for recommendation with corrections to the numbering of the lots in the detail drawing.

Trustee Werner made a motion to approve the recommendation with the addition to change the detail drawing, motion was seconded by Trustee Urbanski. Motion carried 6-0.

- b. Presentation of Wastewater Treatment Plant Bids

Engineers Aaron Groh, Pat Carnahan, and John Butt presented slides to the board detailing the history of the plant, the bid results, evaluation of the bids, and alternatives of the bids.

Trustee Urbanski asks for clarification that if the project is broken into multiple phases could the clean water fund be used multiple times. Engineer Groh informed the board that yes it could be, but cost to break it into multiple phases and rebidding may offset any additional loan amounts received.

Ehlers representative Jon Cameron presented slides to the board detailing the preliminary financing plan summary, estimated treatment plant project impact scenarios, utility bill affordability analysis, and other issues to consider.

Trustee Ruege asks for clarification as to if the 20% is guaranteed for principal forgiveness with the Clean Water Loan. Jon Cameron informed the board that the maximum to receive is \$2 million, but there is no

guarantee until the loan is applied for, but because it is over \$10 million it is likely to be \$2 million.

Trustee Wallenkamp asks for clarification on if these estimates include consultant fees. Jon Cameron informed the board that yes, the total does.

Trustee Wallenkamp asks for clarification as to why was there not a project Performa and then the project based on what the village could afford. Engineer Groh informed the board that the direction provided to the design team was replacement of the RBC and that is what is being proposed.

Trustee Ruege asks for clarification as to what is the contingency of what may not be included and is there a backup plan. Engineer Groh informed the board the loan principal forgiveness would be the amount of contingency and there is no guarantee something will not come up.

Trustee Urbanski asks for clarification as to why a different municipality of the same size had a recent bid with one of the same contractors and it came in at \$6.9 million. Engineer Groh informed the board that he cannot compare between the two because he does not know what the bid was for. He will look into.

Trustee Stowell asks for clarification as to if additional research has been done towards the Buy America program and if those savings would offset the Clean Water Fund Loan. Engineer Groh informed the board that a parts line item list has not been asked of the contractors but can be.

- c. Discussion and Possible Action Regarding the Wastewater Treatment Plant financing options and associated user rate impacts

No discussion

- d. Discussion and Possible Action to Award the Bid for the 2023 Wastewater Treatment Plant

The village board requests more options of the engineers before a decision can be made.

- e. Discussion and Possible Action on the Recommendation of the Finance Committee related to Utility Sewer billing.

Clerk Waala informed the board that all estimates of cost of mailings was presented to the finance committee and their recommendation was to go to monthly billing. The employee costs will be the same due to the time currently spent on sending out delinquent notices that will no longer need to be sent out.

Trustee Werner made a motion to approve utility bills to be sent out monthly starting in April, motion was seconded by Trustee Manian. Motion carried 6-1 (Ruege opposed).

5. New Business:

- a. Discussion and Possible Action on the approval of pay recommendation #3 from R.G. Schmitt Inc

Trustee Stowell made a motion to approve as submitted, motion was seconded by Trustee Wallenkamp. Motion carried 7-0.

- b. Discussion and Possible Action on proposing an agreement with the Chamber of Commerce to accept Chamber Bucks at village hall and Bob McDermott Lakeview Park

President San Felippo informed the board of a proposal from the Chamber of Commerce to allow payments at village entities of chamber bucks. Residents can gift chamber bucks to family and friends who come to the park.

Trustee Wallenkamp informed the board she does not recommend because we can't give change.

No motion taken.

- c. Discussion and Possible Action on the Recommendation of the Lake, Parks, and Recreation Committee related to the purchase of 4 No Wake buoys from Crystal Lake

Trustee Werner informed the board that the additional buoys would not increase the no wake area, but help to define the area better near the piers.

Trustee Stowell made a motion to approve the purchase out of the BMLP savings account, motion was seconded by Trustee Werner. Motion carried 7-0.

- d. Update on purchasing of DPW equipment.

Director Lederer informed the board that a 1-ton cab and chassis has been purchased from Texas and when it arrives a dump box will be installed. The Jacobson lawnmower is being replaced with the same style mower. The John Deere mower is being replaced with a Kubota and the John Deere will go on Wisconsin Surplus to sell. A Pelican sweeper has been purchased from Sheboygan to replace the current sweeper. A mini excavator has been purchased to replace the Case backhoe.

6. Old Business:

- a. Discussion and Possible Action on the Recommendation of the Fire Department related to the Medical Director position.

President San Felippo informed the board that in December the Fire Department recommended to stay with Dr Zils and reevaluate in 1 year. The board was requested to send questions to the village clerk and none have been submitted at this time.

Trustee Wallenkamp asks for clarification as to if the Medical Director position has ever been approved by the board in the past. President San Felippo informed the board that previously no, but because of the changes with the fire dept there was a request to review the process and the fire dept was requested to make a recommendation. Suggests a Public Safety Committee meeting be scheduled to discuss and meet with the Fire Dept on more clarification of what the medical director role entails.

- b. Discussion and Possible Action Regarding Ordinance No. 2023-02 to Repeal and Recreate Section 30-5(c), Create Section 30-5(d) related to Snow and Ice Removal

No motion taken.

- c. Discussion and Possible Action Regarding updates to the Fee Schedule

Trustee Wallenkamp made a motion to approve as submitted, motion was seconded by Trustee Manian. Motion carried 7-0.

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 01/26/2023: \$23,144.30
- b. Approval of Accounts Payable Checks 1/23/2023-1/31/2023: General Fund \$65.00; Water Fund \$624.28; Sewer Fund \$52.60.
- c. Approval of Accounts Payable Checks for 02/07/2023: General Fund \$40,552.17; Debt Fund \$73,108.63; TID #3 \$33,0721.00; TID #4 \$6,590.50; Water Fund \$107,154.51; Sewer Fund \$60,143.05
- d. Approval of the January 16 & 19, 2023, meeting minutes
- e. Approval of Operators License for the following:

- April Elizabeth Schmidt
- Charity Lynn Hauer
- Debra D Berth
- Jennifer Marie Olszewski

f. Review of Sheboygan County Sheriff's Department January 2023 report

Trustee Ruege made a motion to approve item a as submitted, motion was seconded by Trustee Urbanski. Motion carried 7-0.

Trustee Manian made a motion to approve item d as submitted, motion was seconded by Trustee Wallenkamp. Motion carried 6-0 (Trustee Ruege abstained)

Trustee Ruege made a motion to approve item e as submitted, motion was seconded by Trustee Stowell. Motion carried 7-0.

Trustee Urbanski made a motion to approve item f as submitted, motion was seconded by Trustee Stowell. Motion carried 7-0.

Trustee Wallenkamp made a motion to approve items b & c as submitted, motion was seconded by Trustee Ruege. Motion carried 7-0.

8. Staff and committee reports:

- Clerk/Treasurer: The workers comp audit will be starting tomorrow as well as in-person absentee voting start tomorrow.
- Public Works: Winter maintenance is being done.
- Committees
 - Lake, Parks, and Recreation: new signage to be proposed from the committee.
 - Lake, Parks, and Recreation Ad-Hoc: new building costs will be \$30,000 for just the shell with no electrical or interior furnishings. Hoping to start in March.
 - Finance: requesting all committees to do a 3-5-10 year project plan
- President: ice rink is re-opened after being closed over the weekend. Maybe closing again due to warmer weather.

9. Consider and Act by Roll Call Vote to Enter into Closed Session for the following:

- 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 (Wastewater Treatment Plant)
- 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 Ruege made a motion to move into closed session at 9:01 pm, motion was seconded by Trustee Stowell. Motion carried 7-0.

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

Trustee Stowell made a motion to move into open session at 10:22 pm, motion was seconded by Trustee Urbanski. Motion carried 7-0.

11. Discussion and Possible Action on closed session matters.

Trustee Stowell made a motion to hire John Fuchs to be the hearing examiner of personnel complaint submitted about a Fire Dept employee, motion was seconded by Trustee Urbanski. Motion carried 6-0 (Trustee Werner abstained).

12. Adjourned at 10:25 pm

Items on the Agenda may be taken out of order as listed. Created by Stephanie Waala on 02/16/2023.

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.