



Village Board Meeting Minutes December 21, 2020

1. Call to Order, Roll Call: Interim Village President Michael San Felippo called the meeting to order at 6:30 pm. Trustee Blaine Werner, Michael San Felippo and Phil Jacoby were in person at the Village Hall. Those in attendance virtually included Trustees Mark Bichler, Eric Stowell, Barbara Ruege, Elizabeth Manian, Joe Huiras, John Rassel, William Goehring, Jim Thiel, and Jo Ann Lesser.
2. Pledge of Allegiance: All those present stood and recited the Pledge of Allegiance.
3. Action on Minutes from the December 7, 2020 Village Board meeting: Trustee Stowell made a motion to approve the minutes from December 7, 2020 as presented. Trustee Werner seconded the motion. Motion carried, 6-0.
4. Public Comments: None
5. New Business:
 - a. Update Employee Handbook to Reduce the Health Savings Reimbursement \$500 for family and Individuals: Changes to the employee handbook were presented for approval. The changes were to reduce the health reimbursement amount offered to each employee by \$500 because of the lower deductible and out of pocket expense with the state health insurance plan. It included adding the Assistant EMS Chief to the organizational chart, and removing the vision insurance from the list of offered benefits. It was decided to leave the vision benefit listed until verification can be made that it is included in the health insurance program. Trustee Bichler made a motion to approve the changes to the employee handbook adding the Assistant EMS Chief to the organizational chart and reducing the family/Single HRA amount by \$500. Trustee Stowell seconded the motion. Motion carried, 5-0, Trustee Werner abstained.
 - b. Installation of an Ice Rink on Village Property: Trustee Werner stated that he and Cinda would like to donate the ice rink but wanted to wait until further research could be completed. President San Felippo stated that there is a 3 to 4 week lead time from when it's ordered. Joe Huiras stated he talked with a few other municipalities regarding their ice rinks, Grafton uses the Milwaukee River, Fredonia shared that temperatures are an issue; repairs were constant and lack of use. Belgium reported temps were an issue. This item will be placed on a future meeting agenda.
 - c. Approving a Bonus for Deputy Clerk/Treasurer Lisa Gillette for the Additional Work Load During 2020: President San Felippo stated that this was a project Bob McDermott was working on and felt that it was now time to allow the Board to decide. It was noted that in the past when a bonus was offered it was at \$750.00 and the reason was due to the increased hours due to the situation the Clerk/Treasurer was dealing with. Trustee Stowell made a motion to approve offering a \$750 bonus to Deputy Clerk/Treasurer Lisa Gillette for the increased hours, responsibility, and extraordinary service in the office. Trustee Manian seconded the motion. Motion carried, 6-0.



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- d. Requesting Unused 2020 Vacation Hours for Employees to be Paid Out: This item was sent to the personnel committee for review and a recommendation.
 - e. Rescind Ordinance 36-125 (a)(b)(c) Application for Septage Disposal: It was suggested by the village engineer Aaron Groh to stop allowing waste haulers to empty their trucks into our wastewater system because of the age and the burden it is placing on the system. A letter was sent to all waste haulers informing them that the village will no longer allow them to dump at our facility as of January 5th. It was noted that there is an ordinance that needs to be rescinded because it allows this practice. Trustee Werner made motion to rescind ordinance 36-125 a-c. Trustee Ruege seconded the motion. Motion carried, 6-0.
 - f. Suspend Winter Parking Restrictions for the Holiday Season: There was discussion about suspending the parking restrictions during the holiday season. It was noted that a specific date would be better for the Sheriff's Department for enforcement. Trustee Ruege made a motion to temporarily suspend the parking ordinance and that on January 2nd the ordinance will go back into effect. Trustee Bichler seconded the motion. Motion carried, 6-0.
 - g. Quote for Separating the Heating and A/C System for the Meeting Room and Clerk's Office: It was noted that \$5,000 was budgeted and this is under that. President San Felippo mentioned that he contacted another vendor to see verify if the quote was in order and the vendor agreed that the proposal was within reason and that they were too busy to offer a quote. Huiras stated that the work would be completed in 2021. Trustee Stowell made a motion to accept the quote from 101 Heating to separate the heating and cooling in the clerk's office and the meeting room. Trustee Ruege seconded the motion. Motion carried, 6-0.
 - h. Payment Request #4 from PTS in the Amount of \$511,466.65: Huiras stated that this is the last payment for this year; the contractor will be back in the spring to finish with the final layer of asphalt and any repairs needed. Trustee Bichler made a motion to approve payment #4 in the amount of \$511,466.65 to PTS. Trustee Stowell seconded the motion. Motion carried, 6-0.
6. Old Business:
- a. Purchase and Installation of a Safety Fence for Lakeview Park: Quotes were reviewed. Trustees were in the office over the past week to view the sample fencing. Huiras stated that if the board picked the Oostburg Lumber fence quote the DPW crew would be installing the fence. There was discussion regarding including solar lights that sit on top of the posts. Trustee Werner made a motion to purchase a curved black fence, quote #1 in the amount of \$8,743.35. Trustee Stowell seconded the motion. Motion carried, 6-0.
7. Consent Agenda:
- a. Approval of bills: General Fund: \$21,802.34; Water: \$2,757.04; Sewer: \$79,845.30; Payroll: \$13,130.33.
 - b. Operator Licenses: None.



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There were questions regarding the water bills for Kircher Park and Bertram Park, the Farmers Implement invoice being too expensive, what was the Sheboygan County Treasurer invoice for and the Unifirst invoice jumped high compared to last month. More clarification on these invoices is needed before they're sent out. These items can be discussed with President San Felippo rather than bringing them back to the board for approval. Trustee Bichler motions to approve the consent agenda with the clarification of those four invoices. Trustee Manian seconded the motion. Motion carried, 6-0.

8. Staff and committee reports:

- a. Clerk/Treasurer: Tax bills were mailed on December 17th, and read correspondence received regarding the naming of a park in Bob McDermott's honor, adding lighting in areas around the village that need it, thank you letters for Grand Ave/Spring Street and for the use of traffic barricades at St. John's annual chicken dinner.
- b. Director of Public Works: DPW worked on cold patching and numbering fire hydrants.
- c. Committees: Trustee Manian stated that personnel met to work on creating an employee compensation guideline, hoping to introduce it to the board at the second meeting in January. Trustee Stowell stated that the ad hoc committee gathered for a meet and greet, it went well and it seems that everyone is on the same page. Next meeting will be in January.
- d. President: President San Felippo stated that he would like to reach out to the village and let them know that they can contact board members or staff with questions or issues. San Felippo also thanked the staff for all they are doing, especially Jo Ann and Lisa during this transition. To Joe and his staff for answering all his questions. He thanks the board members for their work during a challenging year.

9. Adjourn: Meeting adjourned at 7:52 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer