

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, November 8, 2011.

Roll Call - all members reported present. Others present were Bill Koehler, Mark Fredrickson & Jennifer Weber representing Gold Cross Ambulance, Ed Byrne and Charlie Fochs.

Pledge of Allegiance - The pledge of allegiance was recited by everyone present.

Citizen Concerns & Questions - none.

Announcements - Nomination papers can be circulated beginning on 12/1/11. Deadline is 5 p.m. on 1/2/11. Trustees up for election this spring are Mark Breckheimer, Gary Boesch and Jim Koffarnus.

The village board then conducted the public hearing on the proposed 2012 budgets for all funds. The notice of limit on budget expenditures to qualify for a 2013 expenditure restraint payment was presented to the board. The total limit increase would be 3.4%. Based on the proposed budget, we would fall within that limit. DuPrey explained the current situation with the state delaying the assessment totals in order to calculate the local tax rate. He stated that he has estimated the proposed rate but doesn't have the proper numbers to get an exact rate. He stated that everyone is having issues with this due to the delays in the state providing the numbers. He stated that last year it was received in mid October but we may not see it for a week or two yet. The budgets for all of the funds were then presented and reviewed. No one appeared from the public regarding the budget. DuPrey explained the 11th St. project and informed the board that we did submit for a grant through the LRIP program and that it appears that we will be eligible for ½ of the total allotment for Calumet County which is just over \$19,000. He stated that at this point there is no guarantee that we will get the funds because the state still has to approve it. Because of this, the grant funds have not been added to the budget at this time. Because of the situation with getting the information from the state, the board felt that we would delay approval of any budgets at this time until such information is received. President Stenklyft declared the public hearing closed.

The remainder of the village board meeting then took place.

Minutes - It was noted that on page 1996 under Application for a Class B License, change "Action - to approve the Class Be" to "Action - to approve the Class B".

Action - to approve the board meeting minutes with this change - motion: Koffarnus; second: Boesch; carried.

Treasurer's Report - balances - \$125,383.28 General fund; \$102,933.28 Sewer fund; \$53,471.49 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; \$107,961.95 TID #1 fund; \$416,884.10 T-Plus fund; \$13,973.31 First Responder fund; (\$262,277.09) TID #2, \$179.44 CDA. Koffarnus wanted to point out the good deal that we are getting on shredding paper. Right now the cost is \$25 per month with the new vendor and the previous vendor was over \$70 per month. Action - to approve the treasurer's report as presented - motion: Sippel; second: Starfeld; carried. The fire department treasurer's report was presented to the board. Action - to approve the treasurer's report as presented - motion: Boesch; second: Koffarnus; carried. There was no first responder treasurer's report presented for the last month.

Claims - examined and discussed. There were questions regarding the new light at the scout hall. They felt that the bill was high. Charlie explained that it was for an LED light and that they had extra costs to wire it properly because whoever did it previously did not wire it to code. Action - to pay all claims - motion: Sippel; second: Plate; carried.

Correspondence - There was no MEG newsletter received. There were no letters received from Time Warner Cable. The Focus newsletters were presented to the board for their information.

Reports - The listing of delinquent accounts was presented to the board for their information. DuPrey touched on the accounts that will be placed on the tax roll. The report of labor hours was presented to the board for their information. The monthly report on building permits was presented to the board for their information. Notice of receipt of the quarterly Cable TV Franchise Fees in the amount of \$2,316.85 was presented to the board for their information. The report on the Major Class Comparison for assessments was presented to the board for their information. Currently, all of our classes are in compliance. All assessed values must be within 90% of the equalized values.

Committee Reports - none.

President's Report - Stenklyft reported that a resident approached him regarding a billing received for filling their swimming pool. He explained that they were not pleased with the amount of the billing. DuPrey explained to the board the current rate schedules that were approved effective on 1/1/07. They spell out that for filling of swimming pools, there are charges for both the water and any equipment and labor incurred. He indicated that they filled the pool on a weekend and he was informed on who drove the fire truck. DuPrey stated that he contacted the individual to find out how many hours to charge out for the truck. DuPrey stated that he was told the truck was used for 2 hours. DuPrey stated that he billed out on July 7, 2011 for this billing. He billed for the use of the truck and for the water used.

He did not bill for labor hours because it was done after hours. He stated that he issued late notices on September 9th and October 6th. He also indicated that he checked with the village's legal counsel to verify that these charges could be placed on the tax roll as unpaid water utility charges due to the fact that this was for a sale of bulk water. DuPrey indicated that our legal counsel stated that it could be. DuPrey then sent a letter on October 12 to notify the individual that this needed to be paid by November 1st or it would be subject to an additional 10% penalty and if still unpaid on November 15th, it would be placed on the tax roll. Stenklyft was contacted on October 31st by the individual regarding the bill. Stenklyft just wanted to make the board aware of the issue. The next thing that he brought up was regarding a recent article in the Brillion News with the Village of Wrightstown and the issue of not being reimbursed for water on the Wiese farm fire. In the article it indicated that there were several departments that had major damage on their pumps and were facing repair bills for \$10,000 - \$15,000 per truck and wanted to get reimbursed. The board went on record to state that this was not accurate. Koehler indicated that there were a couple of trucks that did receive some damage but that they did not seek reimbursement. The board felt that a clarification letter needed to be sent to the Village of Wrightstown to clarify the billing we did do and that there was not the damage to the fire departments and that they did not seek reimbursements. Ed Byrne was also asked to have a correction article indicating the same. He stated that he would do this. Stenklyft also reported that he met with the Bel Brands USA manager. He stated that the old 8th St. warehouse is empty and that the main plant will be empty on 12/31. They will still be using the 3rd St. warehouse. They are going to try to sell the properties as is and if they are unsuccessful, they will be razing the buildings and then try to sell the land.

Unfinished Business:

2011 Projects - Action - to conditionally approve the final payment request to Sommers Construction in the amount of \$26,301.27 based upon receiving the final lien waivers - motion: Boesch; second: Breckheimer; carried. As far as the waterline on Main St. goes, he stated that the contractor is working with the DNR to get an application for this type of line. Charlie also reported that the valve at 5th & Main has been installed and the hydrant is live again there.

Recycling/Rubbish - The monthly report was presented to the board for their information. The board requested that a trend report be completed to show if the drop in recycling totals shows an increase in garbage tonnages. DuPrey stated that he will get it completed.

Police Protection for the village - There was no monthly report received.

Fire Department - There was nothing new to report on the Public Works Mutual Assistance Agreement. Koehler reported that they have a new fireman in Nathan Beyer and that Jim Koffarnus has retired and Willie Cummings has resigned due to the fact that he out of town too much for his work. Koehler also reported that Sargento has invited them to tour the new addition to their complex and that they plan to move into the new section between Christmas and New Year's.

TID District #1 - Well # 4 Project - nothing new.

Property Maintenance Ordinance - As far as the property at 14 S. 7th St., there has been nothing done yet and there have been two citations issued and they have paid them. The board questioned if we could pursue a raze order. This will be looked into and considered. It was also noted that there appears to be an unlicensed vehicle at the corner of Creek St. & Main St. This will be checked out.

TID District #2 - nothing new.

Police & License Committee - There was nothing new on the ordinance on ATV's, golf carts, etc. There was nothing new to report on the emergency hookup at the high school.

Ambulance Service by Gold Cross Ambulance - Mark Fredrickson and Jennifer Weber appeared before the board to address the letter and concerns that the village had regarding ambulance service. Mark Fredrickson addressed the board and informed them of the following:

He stated that they have the highest level of treatment available in the state for our ambulance service. He indicated that the first out ambulance cannot do transfers because of state ruling. He indicated that right now, there are about 300 - 350 transfer calls per year. He stated that they tried an on call system to take transfers but it didn't work. When the transfer came in the staff on call was qualified to do the transfer at the time needed. He stated that there has been no change in the coverage or service. He stated that there never was. He indicated that he lives in the service area served by the ambulance and that if he had concerns for the coverage, he would be quick to act because it affects him too. He stated that he felt comfortable that if he needed an ambulance, they would be covered. The message that was portrayed was that Gold Cross was taking transfers and not providing service. That never was the case. Mr. Fredrickson indicated that there was never diminished service. He stated that we would not see changes and service. The board was comfortable with this explanation.

Employee Performance Review Program - The revised program information was presented to the board. There were no other comments received and no other changes proposed.

Action - to approve the Employee Performance Review Program procedures as presented to the board - motion: Boesch; second: Starfeld; carried.

New Business:

Application for operator licenses - none received.

Application for Temporary Class B License - Hilbert/Potter Optimists - Action - to approve the Temporary Class B License for the Hilbert/Potter Optimist Club for their annual Bingo Bash - motion: Plate; second: Breckheimer; carried.

Classes/Seminars/Schooling for employees - nothing new.

Renewal for insurance for 2012 - DuPrey presented the renewal for insurance for 2012. He brought up the potential of adding employee dishonesty insurance that would provide the village with coverage in the event of issues of embezzlement of monies or supplies, etc. Cost would be \$511 and the insurance agent stated that we are only 2 out of all they have that do not have this coverage. Boesch indicated that he trusts the village's employees and felt that the coverage was not needed. Action - to renew the insurance for 2012 with the League of Wisconsin Municipalities Mutual Insurance Company for 2012 without the Employee Dishonesty option - motion: Boesch; second: Plate; carried.

Discussion and possible action regarding pursuing unpaid sewer lateral bill - DuPrey explained the issue with the billing for a sewer lateral repair. The issue was right on the lot line so a deal was made that the costs would be split. He stated that they began to make payments but moved and has now stopped making payments. DuPrey stated that he is living in Michigan but we only have a PO Box number for him. In order to file small claims, we will need a physical address. The outstanding amount is just over \$300. We would need to hire a private investigator to find his physical location. Cost would be about \$100. This cost can be added to the small claims filing. The board felt that we still should pursue it. Action - to pursue the collection of this unpaid bill for the sewer lateral repair - motion: Boesch; second: Breckheimer; carried.

Discussion and possible action regarding the village's discipline & grievance procedure - This procedure needs to be put in place as per the budget approved by the state this last year. DuPrey stated that it was taken from the league's sample and reviewed by our attorney and tweaked to include some stuff that Chilton had in theirs that made sense for ours. Action - to approve this Discipline and Grievance Procedure as presented - motion: Breckheimer; second: Plate; carried.

Resolution 2011-05 Promoting Civil Public Discourse - DuPrey stated that this is a resolution recommended by the League so that candidates running for office stick to the issues at hand and cut out the mudslinging going on. Action - to approve Resolution 2011-05 as presented - motion: Boesch; second: Starfeld; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Resolution 2011-06 Approving New Sewer Rates - DuPrey presented this resolution as recommended by the water and sewer committee. He stated that he looked at both a 2% and 3% increase. He stated that with a 3% increase, it would increase the normal residential customer who uses 18,000 gallons per quarter by \$1.53 per quarter. Because of this, DuPrey stated that he went with the 3% increase. Action - to approve Resolution 2011-06 Approving New Sewer Rates that will go into effect on 1/1/12 - motion: Koffarnus; second: Plate; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

It was noted that there was no reason to convene into closed session under S. 19.85(1)(e).

Adjournment - Action - to adjourn - motion: Boesch; second: Plate; carried. The meeting was adjourned at 8:05 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

President Ken Stenklyft called the special meeting of the village board to order at 6:30 p.m. on Monday, November 21, 2011.

Roll Call - all members reported present. Also present was Charlie Fochs.

Pledge of Allegiance - The pledge of allegiance was recited by everyone present.

Citizen Concerns & Questions - Charlie reported that the drilling of the well is scheduled to begin on 11/28/11.

Announcements - Nomination papers can be circulated beginning on 12/1/11. Deadline is 5 p.m. on 1/2/11.

Committee Reports - none.

President's Report - none.

Unfinished Business:

2012 Budgets -

DuPrey explained that he did receive the final assessed values but has not received the lottery credit, first dollar credit or state school tax credit. He stated that at this point, we could approve the budgets. The budgets were then presented for approval. The first budget presented was the sewer fund budget. There were no changes since it was originally presented. Action - to adopt the sewer fund budget for 2012 as presented - motion: Breckheimer; second: Plate; carried. The water fund budget was then presented. There were no changes since it was originally presented. Action - to adopt the 2012 water fund budget as presented - motion: Sippel; second: Koffarnus; carried. The TID #1 fund budget was then presented. DuPrey stated that there were changes on the revenue side of the budget to incorporate the final amounts for TID tax revenue and exempt computer aid. Action - to adopt the 2012 TID #1 fund budget as presented - motion: Boesch; second: Breckheimer; carried. The first responder fund budget was then presented. There were no changes since it was originally presented. Action - to adopt the 2012 first responder budget as presented - motion: Starfeld; second: Boesch; carried. The TID #2 fund budget was then presented. DuPrey stated that there were changes on the revenue side of the budget to incorporate the final amounts for TID tax revenue and exempt computer aid. Action - to adopt the 2012 TID #2 fund budget as presented - motion: Koffarnus; second: Plate; carried. The CDA fund budget was then presented. There were no changes from when it was originally presented. Action - to adopt the 2012 CDA fund budget as presented - motion: Boesch; second: Starfeld; carried. The general fund budget was then presented. DuPrey stated that the overall rate was going to be going up .01% over last year's rate. Action - to adopt the 2012 general fund budget as presented - motion: Breckheimer; second: Boesch; carried. Action - to set a local tax rate of \$6.6512393 - motion: Boesch; second: Plate; carried.

The board then convened into closed session under S. 19.85(1)(e) of the Wisconsin Statutes. Action - to convene into closed session - motion: Plate; second: Boesch; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

The board then reconvened back into open session. Action - to reconvene back into open session - motion: Plate; second: Breckheimer; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Possible action from closed session - Action - to purchase the property at 14 S. 7th St. for \$5,000 and to get written quotes to raze the building - motion: Boesch; second: Breckheimer; carried.

Adjournment - Action - to adjourn - motion: Boesch; second: Starfeld; carried. The meeting was adjourned at approximately 6:47 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk