

President Ken Stenklyft called the regular meeting of the village board to order at 7 p.m. on Tuesday, October 11, 2011.

Roll Call - all members reported present. Others present were Bill Koehler, Don Schultz, Brett Bowe from the sheriff's department, Ed Byrne and Charlie Fochs.

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

Citizen Concerns & Questions - none.

Announcements - Trick or Treat Hours is 10/30/11 from 3 p.m. - 5 p.m. Halloween Party sponsored by the Revitalization group is 10/30/11 from 5 p.m. - 6:30 p.m.

Minutes - It was noted that on page 1992 under Citizen Comments, change "Bill Koehler stated that he was unaware of it because he had power at this residence" to "Bill Koehler stated that he was unaware of it because he had power at his residence".

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

Treasurer's Report - balances - \$155,504.89 General fund; \$93,316.02 Sewer fund; \$45,831.30 Water fund; \$1.00 Clean Water fund; \$1.00 Block Grant fund; \$108,630.21 TID #1 fund; \$416,726.55 T-Plus fund; \$14,082.52 First Responder fund; (\$262,247.09) TID #2, \$179.44 CDA. There were questions regarding Veolia and the Clean Water Fund Loan Payments. DuPrey explained these. Action - to approve the treasurer's report as presented - motion: Plate; second: Boesch; carried. The fire department treasurer's report was presented to the board. Action - to approve the treasurer's report as presented - motion: Sippel; second: Starfeld; carried. The first responder treasurer's report for the last month was presented to the board. Action - to approve the first responder treasurer's report from last month as presented - motion: Koffarnus; second: Breckheimer; carried.

Claims - examined and discussed. Action - to pay all claims - motion: Sippel; second: Breckheimer; carried.

Correspondence - The MEG newsletter was presented to the board for their information. There were no letters received from Time Warner Cable. The Focus newsletters were presented to the board for their information. A letter was presented from Ben Schoenborn regarding changes being made to the ambulance operations from Calumet Medical Center. Right now they are being operated by Gold Cross and they have decided to lay off all the part-time ambulance drivers and will only go with one rig and when they are on patient transfers, there will be another ambulance brought in to cover the area. The board expressed concerns regarding these changes which could result in longer response times. They decided that a letter should be addressed to Gold Cross Ambulance bringing our concerns to their attention.

Reports - The listing of delinquent accounts was presented to the board for their information. DuPrey touched on the accounts that will have letters sent to place the delinquent amounts onto 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 street aid payment in the amount of \$13,530.47 was presented to the board for their information. Notice of the estimated 2nd installment of shared revenue in the amount of \$332,541 was presented to the board for their information. Notice of estimated 2012 street aid in the amount of \$48,709.67 was presented to the board for their information. Notice of estimated 2012 shared revenue in the amount of \$392,826 was presented to the board for their information.

Committee Reports - none.

President's Report - Stenklyft reported on an upcoming webinar regarding disaster planning. DuPrey and Don Schultz will take part in the webinar.

Unfinished Business:

2011 Projects - nothing new. Charlie reported that he met with the guy from Aqua Pipe regarding the waterline on Main St. He stated that we will need a permit from the DNR. This may cause us not to be able to complete the project this year. Charlie questioned the desire to get the hydrant online. He stated that he could install a valve east of the existing hydrant so that the hydrant can be made live. The board okayed this if the line isn't replaced this year. They felt that it was important to get the hydrant back online.

Recycling/Rubbish - The monthly report was presented to the board for their information. Action - to approve the committee meeting minutes as presented - motion: Boesch; second: Koffarnus; carried. The first recommendation was to increase the volume based garbage fees by \$10 for each container size. Action - to approve this recommendation - motion: Koffarnus; second: Breckheimer; carried. The next recommendation was to submit the grant and submit the proposed budget for consideration - motion: Boesch; second: Starfeld; carried.

Police Protection for the village - The monthly report was presented to the board for their information. There were concerns regarding the property on Lynwood Dr where the kids are going into the roads. A resident contacted a sheriff's deputy and talked to them directly and the officer informed the property owner that they couldn't do anything and that it was a neglect issue for human services. Brett informed the board that they would respond if dispatch is called. There were also concerns listing calls outside the village on our monthly report. Brett informed the board that they sometimes use fictitious addresses especially if drugs are involved. The board was okay with that. The board also discussed the contract hours and how

they are assigned. Brett informed the board that there are many times when the officers end up spending more hours than the contract and we are not billed for them. Fire Department - There was nothing new to report on the Public Works Mutual Assistance Agreement. Koehler reported that they did audit the treasurer's books and everything is in line. He stated that last week they did public education with the schools and today did fire drills.

TID District #1 - Action - to approve the committee meeting minutes as presented - motion: Boesch; second: Starfeld; carried. There were no recommendations. Bid results for drilling the new well #4. There was one bid received by Water Well Solutions for \$84,886. The engineers are recommending approval of the bid. Action - to award the bid for drilling well #4 to Water Well Solutions in the amount of \$84,886 - motion: Boesch; second: Breckheimer; carried.

Property Maintenance Ordinance - As far as the gas station property, there are still items on the south side of the station. Boesch and Starfeld will get the information to DuPrey so a letter can be sent.

TID District #2 - nothing new.

Police & License Committee - There was nothing new on the ordinance on ATV's, golf carts, etc. Action - to approve the committee meeting minutes as presented - motion: Koffarnus; second: Sippel; carried. The first recommendation was to approve the contract for police protection with Calumet County at 9.26 hours per week. Action - to approve this recommendation - motion: Boesch; second: Starfeld; carried. The second recommendation was to submit the budget for consideration. Action - to approve this recommendation - motion: Boesch; second: Plate; carried. The board then discussed the hook up for an emergency generator at the high school. Estimated cost would be \$50,000. There were questions from the village board as to why our taxpayers should foot the cost of this when there will be people outside of the village utilizing this as a shelter in the event of an emergency. The committee will set up a joint meeting with the school and explore a joint project.

New Business:

Application for operator licenses - none received.

Application for Class B License - Thomas Laughrin - Action - to approve the Class B License for Thomas Laughrin for 408 N. 8th St. - motion: Plate; second: Starfeld; carried.

Classes/Seminars/Schooling for employees - nothing new.

First Responder Committee - Action - to approve the committee meeting minutes as presented - motion: Koffarnus; second: Plate; carried. The recommendation from the committee was to leave the contract prices at the same levels for 2012 and to submit the budget for consideration. Action - to approve this recommendation - motion: Breckheimer; second: Koffarnus; carried. It was noted that a congratulatory letter should be sent to Doug Schoen on his recent star award.

Purchase & Claims Committee - Action - to approve the committee meeting minutes from the 9/26/11 meeting as presented - motion: Plate; second: Sippel; carried. The recommendation from the committee was to submit the capital budget as presented for consideration. Action - to approve this recommendation - motion: Plate; second: Koffarnus; carried. Action - to approve the committee minutes from the 10/6/11 meeting - motion: Breckheimer; second: Sippel; carried. The recommendation from the committee was to transfer to DGS Rental, LLC a 40' strip of land at no cost and we pay for the survey and transfer costs and DGS Rental, LLC will install a drainage swale at his cost on the west side of our property and that the village will supply the necessary black dirt. Action - to approve this recommendation - motion: Boesch; second: Sippel; carried. Starfeld abstained from voting.

Health Board - Action - to approve the committee meeting minutes as presented - motion: Boesch; second: Breckheimer; carried. The recommendation from the committee was to submit the budget as presented for consideration. Action - to approve this recommendation - motion: Boesch; second: Plate; carried.

Fire Department Employee Review/Grievance Committee - Action - to approve the committee meeting minutes as presented - motion: Koffarnus; second: Boesch; carried. The committee's recommendation was to increase the LOSA contribution to \$215 per eligible firefighter and to increase the fire chief's salary to \$1,900 and all other compensation rates would remain the same as in 2011. Action - to approve this recommendation - motion: Starfeld; second: Breckheimer; carried.

Street Committee - Action - to approve the committee meeting minutes as presented - motion: Breckheimer; second: Koffarnus; carried. There was some discussion about finishing off 12th St. and also getting some signage to let people know that there is property for sale. The signage will be taken care of by the Purchase & Claims committee. The recommendation was to recommend to the board the budget as presented for consideration - motion: Boesch; second: Breckheimer; carried.

Park & Recreation Committee - Action - to approve the committee meeting minutes as presented - motion: Boesch; second: Plate; carried. Breckheimer questioned the tables for the community center. Koffarnus questioned the lockers in the station and who pays for the replacement of them. These issues were discussed. The recommendation from the committee was to submit the budget as presented for consideration - motion: Boesch; second: Plate; carried.

Water & Sewer Committee - Action - to approve the committee meeting minutes as

presented - motion: Sippel; second: Koffarnus; carried. The first recommendation was to raise the rates for outside testing by \$.25 per sample tested for all samples. Action - to approve this recommendation - motion: Koffarnus; second: Starfeld; carried. The next recommendation was to submit the sewer fund budget as presented for consideration - motion: Koffarnus; second: Boesch; carried. The next recommendation was to submit the water fund budget as presented for consideration - motion: Breckheimer; second: Plate; carried.

Board of Appeals - There were two changes to note. First under the voting, it should read Gary Thiel and not Gary Boesch. Also about ½ way down, change "Using the standard of a 24' garage for a two care" to "Using the standard of a 24' garage for a two car". Action - to approve the committee meeting minutes as amended - motion: Koffarnus; second: Breckheimer; carried.

Revision of Ordinance 9.03 Signs - DuPrey presented an amendment to the current ordinance. Currently, free standing signs in commercial/industrial districts cannot be higher than 10' above the mean centerline of the road. With this current language, all of the existing signs in these districts would not be in compliance. The amendment would change the maximum height to the maximum height allowed for a structure in each respective district. The board agreed that not doing this amendment wouldn't make sense for any of the commercial/industrial businesses that we have. Action - to suspend the rules for three required readings - motion: Boesch; second: Starfeld; carried. Action - to approve ordinance 2011_05 which amends Section 9.03(4)(c) of the Code of Ordinances - motion: Boesch; second: Plate; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Resolution opposing Assembly Bill 260 - Stenklyft presented this proposed resolution opposing Assembly Bill 260 which would allow counties to prepare county development plans without taking into account municipal plans. Action - to approve Resolution 2011-04 opposing Assembly Bill 260 - motion: Boesch; second: Sippel; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried.

Request for raise in 2012 compensation for crossing guards - DuPrey informed the board that the crossing guards would like a raise in their compensation rate. They have not had a raise in awhile. DuPrey stated that they currently make \$12.50 and to raise the rate by \$.50 would add about \$100 to the overall budget. Action - to approve a \$.50 per hour raise for the crossing guards for 2012 - motion: Breckheimer; second: Boesch; carried.

The completed 2012 proposed budgets were presented for all funds to the board. DuPrey presented the total budgets and informed the board that a total of \$35,648 would need to be cut from the budget to meet the levy limit. DuPrey stated that he, Stenklyft, Bill Koehler and Charlie Fochs reviewed the proposed cuts. DuPrey reviewed the proposed cuts to the board. DuPrey explained that with the budget, there are aid funds that the village receives. He stated that the easy fix would be to take it all from fund balance but then the total expenditures would be increasing by too high a % and that would make us ineligible for the expenditure restraint payment of \$7,000+. Also, the amount of street aid is tied to how much is spent on the streets so this is an area we don't want to cut as much because it affects the aid received. DuPrey stated that taking these things into account and also taking into account that one department should bear the brunt of the cuts, the following were proposed as cuts:

- *Cut from Reserve for A/C for Community Center/Fire Station - \$2,000
- *Cut from Tables for Community Center - \$1,500
- *Cut from Air Pack Reserve Fund - \$5,000
- *Cut from village's share to fire truck fund - \$5,000
- *Cut from reserve for office equipment in clerk's office - \$1,350
- *Cut police contract to 8 hours instead of 9.26 - \$2,980
- *Cut reserve for street equipment - \$10,000
- *Cut Cedar St. Reserve fund - \$2,607
- *Transfer from Fund Balance - \$5,211

These cuts were discussed. Boesch indicated that he was not in favor of cutting the street equipment reserve fund. He stated that he felt that the need for a new plow truck was more important. Also he indicated that he was not in favor of cutting police contract hours. DuPrey questioned this because he had stated at the committee level that if there were cuts to be made, this is the area where he felt that cuts should be made. DuPrey stated that he was just following his feelings on this when he proposed the cuts. Boesch confirmed that this is what he stated at the committee level but it's not how he feels now. There were further discussions regarding areas to cut. It was decided that \$5,000 could be taken from crushing the concrete and placed into the equipment reserve instead. Also, the police contract would be reinstated to the 9.26 hours per week. Because of this, more would need to be taken from fund balance. They would need a total of \$8,191 instead of the \$5,211. The other proposed cuts would remain as indicated above. With these changes, the total expenditures would amount to \$969,168 compared to \$950,075 last year. The board felt

that this could be presented as such for the public hearing and if any other adjusting had to be done, it could be done as part of the public hearing. Action - to set the public hearing date on the proposed 2012 budgets for all funds for 7 p.m. on Tuesday, November 8, 2011 - motion: Sippel; second: Boesch; carried.

It was noted that there was no reason to convene into the first closed session as outlined in the agenda so they will not convene into closed session.

The board then convened into closed session under S. 19.85(1)(c) to review applications for the open public works position. Action - to convene into closed session - motion: Boesch; second: Plate; 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: Sippel; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried. There was no action to take from the closed session.

Adjournment - Action - to adjourn - motion: Boesch; second: Starfeld; carried. The meeting was adjourned at 9:29 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk

President Ken Stenklyft called the special meeting of the village board to order at 6 p.m. on Wednesday, October 19, 2011.

Roll Call - all members reported present with Breckheimer late.

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

Citizen Concerns & Questions - none.

Announcements - none.

Committee Reports - none.

President's Report - none.

The board then convened into closed session under S. 19.85(1)(c) to interview candidates for the open general public works position. Action - to convene into closed session - motion: Boesch; second: Starfeld; 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: Boesch; second: Starfeld; Roll Call Vote - yes: Sippel, Koffarnus, Starfeld, Boesch, Plate, Breckheimer, Stenklyft; carried. Action - to offer the open General Public Works position to Brandon Strelow at a rate of \$14 per hour and to offer a tour of the facilities if he desires - motion: Boesch; second: Starfeld; carried.

New Business:

Plan Commission - It was noted that the land would transfer to DGS Rental and not DS Enterprises. Action - to approve the committee meeting minutes with that change - motion: Koffarnus; second: Boesch; carried. The recommendation from the committee was that we approve the proposed split - motion: Boesch; second: Koffarnus; carried. Employee Performance Review Program - Stenklyft brought forward again the information on a proposed review program for raises. This was discussed. There were some changes that were proposed. They are summarized below:

*Under #3, add "and fellow co-workers.

*Add #4 - Accuracy & timeliness of work & safety record

*Under the pay raises, add the clause that pay increases are approved by the entire village board.

The board felt that these changes could then be reviewed by the employees and then put it on the agenda for the next meeting.

Adjournment - Action - to adjourn - motion: Boesch; second: Plate; carried. The meeting was adjourned at approximately 7:20 p.m.

Dennis DuPrey

Dennis DuPrey, Clerk