

Village Board Meeting
May 11, 2015

Call to Order: The meeting was called to order at 7:00 p.m. by President Howells.

Roll Call of Officers: Officers present were President Rich Howells, Trustees Pete Anzia, Vickie Boehnlein, Dale Pfeifer, Josh Borden, Wayne Lambrecht, and Clem Gottsacker. A quorum was established. Also in attendance were Village Attorney Gerry Antoine, Clerk Kaity Olsen, Treasurer Kelly Brinkman, DPW/Water Superintendent Dan Birenbaum, Marshal Steve Footit, and Deputy Marshal Leon Anzia.

Open Meeting Law Compliance Check: This meeting is in compliance with the Open Meetings Law of the State of Wisconsin.

Pledge of Allegiance to the American Flag, Moment of Silence: All in attendance stood for the Pledge of Allegiance and moment of silence.

Public Input (2 Minutes/Person – 10 Minutes Total Time) – There was no input from the public.

Consent Agenda Items: A motion was made by Howells and seconded by Boehnlein to approve the consent agenda items. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – Lambrecht. Motion carried.

- Approval of Minutes
 - Village Board – April 13, 2015
 - Village Board – April 21, 2015
- Finances
 - Approve Kaity Olsen and Kelly Brinkman to Attend the League of WI Municipalities Clerks Treasurers & Finance Officers Institute in Oshkosh June 24-26 - Budgeted
 - Approve Payment of Bills
- Ozaukee County Sheriff's Report – April
- Building Inspector's Report - April
- Fire Chiefs Report – April
- Staff Reports – April
 - Clerk
 - Treasurer
 - DPW / Water Superintendent
 - Wastewater Superintendent
 - Marshal / Deputy Marshal

Unfinished Business: None

New Business:

- a. **Approve Promote Belgium Donation – Free Park Rental Valued at \$75.00** – A motion was made by Howells and seconded by Boehnlein to approve the Promote Belgium Donation of the free park rental valued at \$75.00. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- b. **Donation Request from the Post Prom Committee for the Junior Class Prom of Cedar Grove-Belgium High School** – A motion was made by Howells and seconded by Lambrecht to approve the donation request for the Post Prom Committee for the Junior Class Prom of the Cedar Grove-Belgium High School. Lambrecht asked if we had done this before and if there was a set amount to donate. Olsen commented that we have not donated to this before. Boehnlein asked where we would draw the funds from. Olsen commented that in the letter, the post prom committee mentioned that they have received donations from the Cedar Grove Fire Department and the Village of Cedar Grove. Boehnlein commented that it would be nice to match Cedar Grove's donation of \$150.00 since we are a joint school district. Howells amended his motion to approve the donation request from the Post Prom Committee for the Junior Class Prom of the Cedar Grove-Belgium High School in the amount of \$150.00 and the funds are to come from the contingency account. Pfeifer seconded the motion. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht,

Gottsacker; Noes – none; Abstain – none. Motion carried.

- c. **Review Water/Wastewater Technology Services Proposal Dated 12/03/14** – Olsen commented that this is just a follow up to the approved contract from December 3, 2014. The minutes state to review the contract in May of 2015. Birenbaum noted that everything is going well with the service provided. Howells would like to table this item until the July 2015 Village Board meeting since the contract expires at the end of July.
- d. **Approve Temporary Appointment of Kaity Olsen to the Plan Commission for 2015** – A motion was made by Howells and seconded by Gottsacker to approve the temporary appointment of Kaity Olsen to the Plan Commission for 2015. Howells commented that the Plan Commission has two vacant seats and they are having problems establishing a quorum. Atty. Antoine could find no reason why Olsen could not serve as a resident member of the Plan Commission. There is no conflict of interest between the Plan Commission and the Clerk position. In the meantime, Howells will be actively searching for three to four members to fill positions on the Plan Commission. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- e. **Approve Assignment of Wage Allocations to Align with Job Title Rather than Employee- Recommended by Finance and Personnel 05/04/15** – A motion was made by Howells and seconded by Gottsacker to approve the assignment of wage allocations to align with job title rather than the employee. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- f. **Ordinance #8-15 – Amending §231-19 (Lead acid batteries, major appliances, waste oil, waste tires, yard waste, and other household waste) and §231-20 (Collection of recyclable materials) – Recommended by Finance and Personnel 05/06/15** – A motion was made by Howells and seconded by Lambrecht to approve ordinance #8-15 amending §231-19 and §231-20. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- g. **Approve Notice of Award to Payne & Dolan for Lakeview Drive Asphalt Project - \$89,732.50** – A motion was made by Howells and seconded by Boehnlein to approve the notice of award to Payne & Dolan for the Lakeview Drive asphalt project in the amount of \$89,732.50. There was one other bid which came in about \$5,000.00 more than Payne & Dolan. This project was budgeted in in 2014. The money is still available to do the project this year. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- h. **Approve Advertising for Village Marshal Position – Recommended by Public Safety 05/11/15** – A motion was made by Howells and seconded by Boehnlein to approve the advertising for the Village Marshal position. The deadline for submitting applications will be May 29, 2015. Gottsacker thanked Footit for the good job he has done as the Village Marshal. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- i. **Discussion and Possible Action Regarding 195 Commerce Street (Old Village Hall)** – Howells commented that during the joint meeting held on April 6th, a majority of the people present were leaning towards donating the entire building to the Fire Department. There will be another joint meeting between the Village and the Town on June 1st at 6:00 pm. Howells commented that we will vote on this during the June 8th Village Board meeting.
- j. **Update on New Village Hall Punch List Items** – Trustee Anzia has concerns that work is already being done on the punch list items without the committee receiving quotes or making recommendations to the Board. In particular, there has been some concrete work around the air conditioning units and the mailbox. Howells commented that the Department of Public Works is taking care of the labor and the cost for the concrete is coming out of the new Village Hall maintenance account. There is a meeting scheduled for Monday, May 18, 2015 at 5:00 pm to discuss the progress on the rest of the punch list items.
- k. **Review Landscape Plan for the New Village Hall and Approve Purchase for Plantings** – A landscape plan and quote for plantings was received from Gene Fransee and Son. The cost for all the plantings came in at \$2,487.50. The labor will be provided by the Belgium Cub Scouts. Whatever is not planted by the cub scouts will be planted by the Department of Public Works. The cub scouts hope to start on the north side of the building and work their way around to the east side of the building and get done what they can in two to three hours. There will also be a need to lay some topsoil prior to planting and mulch after planting. Boehnlein commented that there was talk regarding paving the west side of the building rather than plant trees. This landscape plan can be done in stages and changed as necessary. Borden commented that there is a need to lay grass seed to prevent erosion around the building as well. A motion was made by Boehnlein and seconded by Howells to purchase the plantings labeled E1, P4, S1, and P5 along with mulch to plant along the north and east side of the building and to have the cub scouts provide the labor. The cost is not to exceed \$1,500.00 and is to come out of the contingency account. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- l. **Closed Session**
- **The Village Board will convene to Closed Session Pursuant to Sec. 19.85(1)(e), Stats., to consider acquiring public property for an Industrial Park Storm Water project.** A motion was made by Howells

and seconded by Pfeifer to convene to closed session at 8:00 pm. The Trustees were polled. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- **Reconvene to Open Session.** The Village Board reconvened to open session at 9:43 pm.
- **Actions Relative to Closed Session.** A motion was made by Howells and seconded by Gottsacker to move forward with the Silver Beach Road land acquisition. Ayes – Boehnlein, Pfeifer, Howells, Lambrecht, Gottsacker; Noes – Anzia, Borden; Abstain – none. Motion carried.

Atty. Antoine left the meeting at 9:45 pm.

President’s Report: Howells commented on the following items:

- The Village of Belgium is hosting this month’s Mid Moraine dinner meeting on Wednesday, May 27th at 6:00 pm at the Belgium Inn.
- The Memorial Day parade will be on Monday, May 25th at 10:00 am
- The 50 street trees that were budgeted this year have been planted and mulched.
- There will be a free paper shredding and e-cycling event on Saturday, May 16th from 8:30 am to 11:30 am.
- There is a Medication Collection and Awareness day at the county on Saturday, May 16th from 10:00 am to 2:00 pm
- The financial plan was preliminarily discussed at the Finance and Personnel meeting and it is looking better than anticipated.
- Baker Tilly will be giving their presentation of the 2014 Financial Statements at the June 8th Village Board meeting

Chamber of Commerce Report: There was nothing to report from the Chamber of Commerce.

Committee Reports:

- **Finance and Personnel** –A meeting will be scheduled to discuss fund balance assignments.
- **Public Safety** – Everything was covered during the meeting.
- **Public Services** – Nothing to report.
- **Public Works** – Nothing to report.
- **Parks, Recreation & Forestry** – The Lion’s shelter is almost complete at Heritage Park. The contractor started tearing the roof off the shelter today at Community Park. Birenbaum noted that the shelter moves back and forth. There will need to be some reinforcement added.
- **Public Utilities** – Nothing to report. Birenbaum noted that a meeting will need to be scheduled to discuss the reed beds.
- **Village Hall** – There will be a meeting on Monday, May 18, 2015 at 6:00 pm.

Motion to Adjourn: A motion to adjourn at 9:53 pm was made by Gottsacker and seconded by Howells. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

Respectfully submitted,

Kaity Olsen
Village Clerk

Approved by Village Board 06/08/15