

**Village Board Meeting**  
**June 8, 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, Wastewater Operator Paul Bley, 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)** – Wayne Lambrecht commented that he would like to see a dead end sign on the corner of Michael Street and First Street to make people aware that First Street is a dead end after Michael Street.

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

- Approval of Minutes
  - Village Board – May 11, 2015
  - Joint Village Board/Town Board – June 1, 2015
- Finances
  - Approve Kaity Olsen to Attend the 2015 WMCA Conference – La Crosse – August 18-21, 2015 – Budgeted
  - Approve Kelly Brinkman to Attend the Clerks and Treasurers Institute for Clerk's Completion – Green Bay – July 12-17, 2015 - Budgeted
  - Approve Payment of Bills
- Ozaukee County Sheriff's Report – May
- Building Inspector's Report - May
- Fire Chiefs Report – May
- Staff Reports – May
  - Clerk
  - Treasurer
  - Administrative Assistant
  - DPW / Water Superintendent
  - Wastewater Superintendent
  - Marshal / Deputy Marshal

**Unfinished Business:**

- a. **Progress Report on Land Acquisition along Silver Beach Road** – Peter Didier Real Estate Appraisals examined the five parcels along Silver Beach Road that we would need to acquire to reconstruct the road from the railroad tracks east to Highway LL. The total value of the portion of those properties that we would need to annex is \$19,421.00. The Board agreed that this is the price we will offer and we will not accept any counter offers. Atty. Antoine commented that all associated fees such as the transfer and recording fees would be paid for by the Village. A motion was made by Boehnlein and seconded by Howells to authorize the purchase of the five properties at the rates listed at \$6,800.00 per acre and all associated property transfer fees. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- b. **Update Regarding Wastewater Treatment Plant – Paul Bley** – Paul Bley received a letter from Curt Nickels at the Department of Natural Resources endorsing Bley as the Wastewater Treatment Plant Operator after the plant

is reclassified as Basic on July 1<sup>st</sup>, 2015. The Finance and Personnel committee will need to meet to discuss the contract with Water/Wastewater Technology Services which expires at the end of July.

#### New Business:

- a. **Approve Hiring of Candidate C for the Village Marshal Position – Recommended by Public Safety 06/04/15** – A motion was made by Howells and seconded by Boehnlein to approve the hiring of Candidate C for the Village Marshal position and should Candidate C not accept the position, then it will be offered to Candidate B. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- b. **Approve Donation of 195 Commerce Street to Belgium Fire Department** – This item will be tabled until the July Village Board meeting. This first needs to be reviewed and recommended by the Plan Commission.
- c. **Approve Agreement for Services between the Village, Town and Belgium Fire Department** – The board reviewed the agreement and would like Atty. Antoine to make a few changes. Section 6 will be revised to say “All vehicles, equipment and real estate shall be sold and the net proceeds therefrom shall be divided between the Village and Town in the same proportion as their respective equalized values bear to the total equalized value of all of the property in the Village and Town as most recently certified by the Wisconsin Department of Revenue”. A date of January 1, 2016 will be inserted in Section 5 as the date the agreement will take effect. Section 1 will be amended to remove “except for Section 6 of the Town”. Section 3 will be amended to add that “On the third Monday of October of each year, the Village, Town and Fire Department shall hold a joint meeting to review and approve the Fire Department budget for the following calendar year”. A motion was made by Boehnlein and seconded by Howells to approve the agreement for services between the Village, Town and Belgium Fire Department with the changes noted above. Ayes – Boehnlein, Pfeifer, Howells, Lambrecht, Gottsacker; Noes – none; Abstain – Anzia, Borden. Motion carried.
- d. **Approval to Complete the Village Hall Punch List Items As follows: Two Concrete Projects, Grading and Seeding of the Property, Landscaping, and Lighting – Not to Exceed \$15,000.00 – Recommended by Village Hall Committee 05/18/15** – A motion was made by Howells and seconded by Boehnlein to approve the completion of the Village Hall punch list items as follows: two concrete projects, grading and seeding of the property, landscaping and lighting, not to exceed \$15,000.00. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- e. **Approve Assignment of Fund Balance to be Allocated as Follows – Recommended by Finance and Personnel 05/20/15:**
  - **\$71,000.00 – Lakeview Drive Project**
  - **\$14,602.00 – Electronic Recycling Gate**
  - **\$15,000.00 – Village Hall Punch List Items**
  - **\$140.00 – Mid Moraine Meeting Pay for Clem Gottsacker = \$20.00/Meeting for a Total of Seven Meetings (Pay Retroactive to January 1, 2015)**

A motion was made by Howells and seconded by Pfeifer to approve the assignment of fund balance to be allocated as stated above. There was discussion regarding the \$140.00 Mid Moraine meeting pay which was removed from the budget when the budget was passed in 2014. Ayes – Howells, Pfeifer; Noes – Anzia, Boehnlein, Borden, Lambrecht; Abstain – Gottsacker. Motion failed. A motion was made by Boehnlein and seconded by Lambrecht to approve the \$71,000.00 Lakeview Drive Project, \$14,602.00 Electronic Recycling Gate and the \$15,000.00 Village Hall punch list items for fund balance assignment. Ayes – Anzia, Boehnlein, Borden, Lambrecht; Noes – Pfeifer, Howells; Abstain – Gottsacker. Motion carried.
- f. **Approve Office Lead Position to a Rotation of Two Year Terms – Next Term to Expire on Third Tuesday in April of 2017 – Recommended by Finance and Personnel 05/20/15** – A motion was made by Howells and seconded by Pfeifer to approve the office lead position to a rotation of two year terms with the next term to expire on the third Tuesday in April of 2017. The position will rotate between the Clerk and the Treasurer every two years. There was discussion regarding the duties of the office lead which have not been clearly defined. The only duties that have been defined are that the office lead will settle any office disputes and make the determination if the office should close due to weather. This does not come with a monetary difference and is just a designation. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- g. **Approval to Pay DPW Seasonal #1 \$10.30/Hour for a Total of 600 Hours – Recommended by Finance and Personnel 05/20/15** – A motion was made by Howells and seconded by Gottsacker to approve the pay for the DPW Seasonal employee #1 to be \$10.30/hour for a total of 600 hours. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

- h. Approval to Pay DPW Seasonal #2 \$9.50/Hour for a Total of 1100 Hours – Recommended by Finance and Personnel 05/20/15** – A motion was made by Howells and seconded by Borden to approve the pay for the DPW Season employee #2 to be \$9.50/hour for a total of 1100 hours. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- i. Inactive Utility Account Balance Thresholds and Write-Offs** – Treasurer Kelly Brinkman would like the board to give her the authority to write off outstanding utility account balances that are under \$20.00. She would also like the Board to consider changing this approval to an annual write-off of any balances under the \$20.00 threshold. A motion was made by Howells and seconded by Boehnlein to authorize the Treasurer to write-off utility account balances of under \$20.00 on an annual basis. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- j. Approve eCivis Grant Seeking Proposal - \$690.00/Year** – A motion was made by Howells and seconded by Boehnlein to approve the eCivis grant seeking proposal for \$690.00/year. This amount will come out of the contingency account. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht; Noes – Gottsacker; Abstain – none. Motion carried.
- k. Approve Disposal of Bio-Solids from the Wastewater Treatment Plant Reed Beds Not to Exceed \$75,000.00 – Budgeted – Recommended by Public Utilities 05/21/15** – A motion was made by Howells and seconded by Boehnlein to approve the disposal of bio-solids from the Wastewater Treatment Plant reed beds not to exceed \$75,000.00. Bley received quotes from two companies - One for \$71.40 per ton and one for \$66.00 per ton. We have five reed beds and we would like to do as much as possible with the budgeted \$75,000.00. Bley will contact the lowest priced company to perform the work. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- l. Appointment of Paul Utecht to the Plan Commission to Fill Vacant Spot – Term Expires April 2016** – A motion was made by Howells and seconded by Anzia to approve the appointment of Paul Utecht to the Plan Commission to fill the vacant spot with a term expiring in April 2016. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.
- m. Alcohol Beverage Retail License Renewals** – A motion was made by Howells and seconded by Gottsacker to approve the alcohol beverage retail license renewals. Ayes – Anzia, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.
- n. Operator’s License Renewals** – A motion was made by Howells and seconded by Lambrecht to approve the operator’s license renewals. There is one individual that did not properly answer the question on the application regarding the violation of any laws. Howells amended his motion to approve all operators’ license renewals with the exception of Colton Reidman’s license. Ayes – Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – Anzia, Boehnlein. Motion carried. A motion was made by Howells and seconded by Gottsacker to approve Colton Reidman’s operator’s license renewal contingent on properly filling out the application. Ayes – Anzia, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.
- o. Cigarette and Tobacco License Renewals** – A motion was made by Howells and seconded by Gottsacker to approve the cigarette and tobacco license renewals. Ayes – Anzia, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.
- p. Hotel-Motel License Renewals** – A motion was made by Howells and seconded by Pfeifer to approve the hotel-motel license renewals. Ayes – Anzia, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.
- q. New Operator’s License Approval – Nicole Dailey, Dylan Nordby, Audrey Emerson** – A motion was made by Howells and seconded by Lambrecht to approve the new operator’s licenses for Nicole Dailey, Dylan Nordby, and Audrey Emerson. There was discussion regarding Dylan Nordby. The Board will review his status in September. Ayes – Anzia, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.

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

- The railroad crossing at Silver Beach Road will be completed by October 2015. There is a new Manager of Track Maintenance assigned to our account but that should affect the reconstruction. This project is already scheduled and will be completed regardless of what happens with the property acquisition.
- Regarding I-43, the two on ramps for County D will now have gates. Bike and pedestrian accommodation will most likely be needed on County D as well but not on the Silver Beach overpass. This reconstruction is scheduled to take place in 2019 but may be advanced to 2016.

Atty. Antoine left the meeting at 8:44 pm

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

**Committee Reports:**

- **Finance and Personnel** – A meeting will be scheduled.
- **Public Safety** – The committee met and conducted interviews for the Village Marshal position.
- **Public Services** – Nothing to report.
- **Public Works** – Nothing to report.
- **Parks, Recreation & Forestry** – The Lion’s shelter is almost complete at Heritage Park. They are waiting for the asphalt to be pulled up so they can pour concrete under the shelter.
- **Public Utilities** – Nothing to report.
- **Village Hall** – Nothing to report.
- **Mid Moraine** – The report is in the packet.

**Motion to Adjourn:** A motion to adjourn at 8:45 pm was made by Howells and seconded by Borden. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Lambrecht, Gottsacker; Noes – none; Abstain – none. Motion carried.

Respectfully submitted,

Kaity Olsen  
Village Clerk

Approved by Village Board 07/13/15