

**Village Board Meeting**  
**September 14, 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, 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, and Wastewater Superintendent Paul Bley. Excused was Trustee Wayne Lambrecht.

**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 Pfeifer to approve the consent agenda items. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.

- Approval of Minutes
  - Village Board – August 10, 2015
- Finances
  - Pass on the Appreciation Plaque to Mike Ansay
  - Approve Sealing of Fire Department and Old Village Hall Parking Lot - Budgeted
  - Approve Payment of Bills

**Unfinished Business:**

- a. **Update on Property Acquisition along Silver Beach Road** – Atty. Gerry Antoine commented that the letters to the property owners were mailed out last Wednesday to offer to purchase the land needed for Silver Beach Road. The property owners have 10 days to respond and we have not heard back from them yet.
- b. **Lyman Real Estate Liquidating Trust – Payment Due per the Second Addendum to Subdivider's Agreement Dated September 26, 2012** – Atty. Antoine commented that this agreement applies to Maple Lawn V, VI, and VII. When the developer went under in 2008 they left a partially built retention pond. This created flooding problems for the existing property owners so the Village agreed to finish the retention pond. The agreement stated that the developer was to pay the Village \$4,000.00 for every lot that sold to pay back the costs for finishing the pond with the remaining balance due by 2012. In 2012 we gave the developer another three year extension with remaining payment due by July of 2015. To date, all lots still have not been sold and the balance remaining is about \$25,000.00. Atty. Antoine would like to know whether the Village would like to collect the remaining balance or issue another extension. The Board agreed that they would prefer to extend the agreement two more years at the same 3% interest rate. Atty. Antoine will discuss this with the manager of the Trust, Paul Roth, and extend the agreement if the Trust is unable to pay in full.
- c. **Update on Sludge Disposal at the Wastewater Treatment Plant** – Wastewater Supervisor, Paul Bley, updated the Board on the reed bed sludge disposal at the Treatment Plant. We had contracted with United Waste to dispose of the sludge. They contacted us to say they would be pulling off the job because the DNR still has not signed off on their proposal. The DNR claimed the proposal from United Waste was incomplete. Bley opted to retain Amy Vaclavik with McMahan Engineers to resubmit the paperwork for the proposal to the DNR. United Waste has agreed to honor their pricing and continue after the DNR signs the proposal from Amy Vaclavik.

**New Business:**

- a. **Approve a 3% Water Rate Increase Starting January 1, 2016 – Recommended by Public Utilities 08/10/15** – A motion was made by Howells and seconded by Gottsacker to approve the 3% water rate increase starting January 1, 2016. Treasurer, Kelly Brinkman, reminded the Board that the rates need to be raised commencing December 15<sup>th</sup> if they would like the rates to be in effect for the first quarter in 2016. Howells amended his motion to approve a 3% water rate increase starting December 15, 2015. Gottsacker seconded the amended motion.

Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.

- b. **Approve E-Cycling Event – Spring 2016 – Split Cost in Half with Town of Belgium and Town of Belgium to Host – Recommended by Public Services 09/08/15** – A motion was made by Howells and seconded by Gottsacker to approve the E-cycling event for spring of 2016 and to split the cost in half with the Town of Belgium and to have the Town of Belgium host the event. This event will take place the Saturday following the Village rummage sale. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.
- c. **Approve Purchase of Two uAttend BN6500 Biometric Time Clocks at a Cost not to Exceed \$500.00 – Recommended by Finance and Personnel 09/10/15** – A motion was made by Howells and seconded by Gottsacker to approve the purchase of two uAttend BN6500 biometric time clocks at a cost not to exceed \$500.00. Boehnlein inquired as to whether other computer systems were researched rather than buying a hardwired time clock. Brinkman mentioned that this system does have the ability to download free apps and punch in and out with a computer and smart phone as well. This system has a variety of settings and functions that we can tailor to fit our needs. Boehnlein recommended buying only one time clock for the Village Garage just in case the system does not work for us. The office staff would be able to punch in and out on their computers. In addition to the purchase of the time clock, there will be a monthly fee for the software which will need to be placed in the budget for 2016. This fee is \$18.00/month for 1-9 employees and \$29.00/month for 10-19 employees. Howells amended his motion to approve the purchase of one uAttend BN6500 biometric time clock at a cost not to exceed \$250.00. The amendment was seconded by Borden. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.
- d. **Merge Phone Lines and Garage Internet Line under One Vendor – Lambeau Telecom** – A motion was made by Howells to approve the merging of phone lines and garage internet line under one vendor being Lambeau Telecom. The Board inquired as to whether other vendors were researched. Olsen had researched Time Warner several years ago and they could not provide service to all of our locations. Bertram only provides wireless service. Howells suggested that we check with Frontier as well before we make a decision. Olsen will take care of this. Howells withdrew his motion. This item will be tabled until next month.
- e. **Approve Final Payment – Payne and Dolan - \$91,650.60** – A motion was made by Howells and seconded by Boehnlein to approve the final payment to Payne and Dolan in the amount of \$91,650.60. There was discussion regarding the final payment amount being more than the awarded contract amount. After reviewing the specifications manual, it was decided that the contract was for the base rate for the material and not the actual amounts used or bought. Borden commented that a change order should have been submitted so we can see the reasons why the payment amount is different from the contract amount. Olsen did verify that the base rates did match their bid rates. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.
- f. **Approve Operator’s License Renewal – Jean Franzen** – A motion was made by Howells and seconded by Borden to approve the operator’s license renewal for Jean Franzen. Ayes – Anzia, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.
- g. **Approve New Operator’s License – Jacob Martin** – A motion was made by Howells and seconded by Gottsacker to approve the new operator’s license for Jacob Martin. Ayes – Anzia, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – Boehnlein. Motion carried.
- h. **Approve Donation of Community Park Rental and \$10.00 Cost for Scarecrow for Belgium Area Chamber of Commerce Pancake Breakfast – October 4, 2015** – A motion was made by Howells and seconded by Gottsacker to approve the donation of the Community Park Rental and \$10.00 cost for the scarecrow for the Belgium Area Chamber of Commerce Pancake Breakfast. Olsen summarized the event for the trustees. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.

**Attorney Gerry Antoine left the meeting at 8:30 pm**

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

- Howells met with Kathleen Shilling from the Ozaukee Economic Development Center regarding a potential manufacturing company coming to the Industrial Park in Belgium. We are currently in the running with one other municipality in Ozaukee County.

**Chamber of Commerce Report:** Olsen commented on the following items:

- Round Robin – This event will take place the last Wednesday of September and will give the Chamber members an opportunity to tour Trimen Industries, Sharon Cutwell, and the new Wester Electric Building.

- Pancake Breakfast – This event is on Sunday, October 4<sup>th</sup> from 9 am to 1 pm and will be held at Community Park. The cost will be \$3.00 for a child’s plate and \$4.00 for an adult’s plate. A raffle ticket will be given with each plate purchased and door prizes will be drawn throughout the event. There will also be a scarecrow decorating contest and the area businesses will have the opportunity to showcase their business.
- Chamber Awards – This event will take place on November 4<sup>th</sup>. Please put in nominations for businesses, citizens, and volunteers. Talk to Michele Wester or Rich Howells for nomination forms.
- St. Nick’s Parade – Olsen has yet to organize this, but the event will take place on Saturday, December 5<sup>th</sup> starting at 4:30 pm. The event will be the same as last year.

**Reports – Acceptance of Staff and Committee Reports:** A motion was made by Howells and seconded by Borden to accept all Staff and Committee Reports as listed below. Boehnlein asked Olsen if we will have the option of buying an additional election machine above the one the County will be buying for us. Olsen commented that we do have the option of buying an additional machine with the cost falling 100% on the municipality. Howells would like the Board to seriously consider purchasing a second machine. Olsen will be attending a more detailed seminar on this machine on October 2<sup>nd</sup> and will report back to the Board. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.

**a. Ozaukee County Sheriff’s Report**

**b. Building Inspector’s Report** – No report submitted

**c. Fire Chief’s Report**

**d. Staff Reports**

- Clerk
- Treasurer
- Administrative Assistant

**e. Committee Reports**

- **Mid-Moraine** - Report in packet
- **Finance and Personnel** – No report submitted
- **Public Safety** – Report in packet
- **Public Services** – No report submitted.

- **DPW / Water Superintendent**
- **Wastewater Superintendent**
- **Marshal / Deputy Marshal**

- **Public Works** – No report submitted.
- **Parks, Recreation & Forestry** – No report submitted.
- **Public Utilities** – No report submitted.
- **Village Hall** – No report submitted.

**Motion to Adjourn:** A motion to adjourn at 8:41 pm was made by Howells and seconded by Borden. Ayes – Anzia, Boehnlein, Pfeifer, Howells, Borden, Gottsacker; Noes – none; Abstain – none. Motion carried.

Respectfully submitted,

Kaity Olsen  
Village Clerk

Approved by Village Board 10/12/15