

April 19, 2016 VILLAGE BOARD MEETING

The regular monthly board meeting was called to order at 5:30 p.m. by President Rogers. Roll Call: Beiser, Boucher, Hoenecke, Falk, Fisher, Lehr, and Rogers; present.

Pledge of Allegiance was said in unison.

Board Organization:

Adjourn 2015 – 2016 Board Sine Die

MOTION by Beiser, seconded by Boucher, to adjourn the 2015 – 2016 Village Board Sine Die. Carried by voice vote. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Convene 2016 – 2017 Board

MOTION by Fischer, seconded by Boucher, to convene the 2016 – 2017 Village Board. Roll Call: Beiser, Boucher, Hoenecke, Falk, Fischer, Lehr and Rogers; present.

Public Participation

- None

Communications

- None

Adopt Robert's Rules of Order – Current Edition

MOTION by Beiser, seconded by Fischer, to adopt Robert's Rules of Order - Current Edition. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Appoint President Pro-Tem

MOTION by Hoenecke, seconded by Lehr, to appoint Andy Beiser as President Pro-Tem. Roll Call: Lehr, aye; Beiser, abstain; Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Resolution 4.1-2016 Appointing Village Officials

- Please see new draft presented at meeting.
- Other committee openings were posted on Facebook.

MOTION by Boucher, seconded by Fischer, to adopt Resolution 4.1-2016 Appointing Village Officials. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Resolution 4.2-2016 Approving Official Depositories

MOTION by Lehr, seconded by Fischer, to adopt Resolution 4.2-2016 Approving Official Depositories. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Regular Business

Approve March Minutes

MOTION by Boucher, seconded by Beiser, to approve March 2016 Board minutes as presented. Carried by voice vote.

Village and Utility Bills

- Trustees asked questions about some of the bills.

MOTION by Hoenecke, seconded by Beiser, to approve Village and Utility bills as presented and order paid. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Financial Report

MARCH 2016 FINANCIAL REPORT

PREMIER CHECKING

Balance Forward	\$2,448,345.64
Alcohol/Operator/Cigarette Licenses	\$50.00
Building Permits/Variance Applications/Conditional Use	\$141.50
Cemetery Lot/Grave Opening Fees/ Marker Permits	\$1,600.00
Municipal Court/Police Reports/Parking Fines	\$1,623.60
Clerk Fees/Property Statements/Refunds	\$466.58
Park Shelter Rentals	\$796.00
Boat Trailer Parking	\$742.50
Interest -Premier/CentTel/WCDA/	\$478.55
CDBG Receipts	\$6,257.49
IDB Receipts	\$4,809.98
Sanitary District #3 CWF Payment/Quarterly fees	\$7,563.00
Library Fines \$521.38/Winnefox Quarterly Payment\$0.00	\$521.38
PW - invoices/scrap/permits/special assmnts	\$146.40
Compost Site Fees	\$175.00
Dog Licenses	\$715.00
Credit Cards/Chargeback	\$0.00
Cellular Lease Payments	\$2,005.90
Winnebago County - IDB Per Capita	\$6,657.00
WWTP Disposal Fees	\$2,027.61
Verizon Cell Tower Upgrade	\$47,385.00
TOTAL MARCH RECEIPTS	\$84,162.49
+ Water and Sewer Receipts/Village w/s receipts	\$15,631.07
Sub-Total	\$2,548,139.20
Less MARCH Disbursements:	
MARCH Payroll Expense	\$61,352.50
MARCH 15th Bills	\$18,709.29
MARCH Board Bills approved	\$77,577.65
MARCH 29 Bills	\$15,829.96
Federal/State withholdings	\$20,161.93

Health Insurance	\$23,084.30
Kwik Trip	\$900.88
Postage/bank fees/sales tax	\$1,027.79
Retirement - 2 months	\$20,128.70
Wire Transfer - Bond payment	\$195,318.49
TOTAL MARCH DISBURSEMENTS	\$434,091.49

SUB-TOTAL	\$2,114,047.71
OUTSTANDING CHECKS	\$6,017.93
ENDING BALANCE	\$2,120,065.64

PREMIER CHECKING	\$1,565,130.97
CDBG ACCOUNT	\$400,129.10
FAÇADE	\$149,455.18
SEWER UTILITY	\$5,350.39
ENDING BALANCE	\$2,120,065.64

STATE INVESTMENT POOL

General Fund	\$39,963.88
Cemetery Fund	\$17,169.19
Sewer Equipment Replacement Fund	\$187,829.97
2005 Bond Proceeds	\$10,258.67
Library Donations	\$16,268.75
2009 Bond Proceeds	\$151,554.22
Sewer Utility Debt Service Reserve Account	\$190,462.36
Tower Lease Deposit Account	\$5,313.10
BALANCE	\$618,820.14

MARCH Interest Rate	0.41%
FEBRUARY Interest Rate	0.39%

BBE INVESTMENTS (Ehlers) MARCH 2016	\$2,292,375.08
Associated Bank CD Balance as of MARCH 2016	\$253,892.12
Citizens First Investment MARCH 2016	\$255,971.11

MARCH 2016 BUILDING PERMITS

Village of Winneconne	300 Parkway	Roof	\$22,200.00
Stephen Foster	307 S 1st St	Raze Boathouse	\$250.00
Matt Daniels	241 S 1st St	Water Damage	\$40,000.00

Christine Cross	311 W Main St	Roof	\$6,775.00
Gary Sonnenberg	1056 Calypso Dr	Deck Repairs	\$4,700.00
		Addition (extend	
Chris Edwards	310 S 3rd St	kitchen)	\$12,000.00
Larry Ehlert	150 Washington St	Roof	\$1,200.00
Joseph Lefeber	126 S 3rd St	Roof	\$48,000.00
TOTAL VALUE OF MARCH BUILDING PERMITS			\$144,125.00
TOTAL VALUE OF YTD BUILDING PERMITS			\$214,125.00

MARCH 2016 IDB/CDBG LOAN REPORT									
CDBG Loans				Starting Balance	Principal	Interest	Ending Balance	Payment Date	
Village Pub	2011	\$10,000.00	\$ 188.71	2,721.35	\$177.56	\$10.44	\$ 2,543.79	3/7/2016	
Multi Conveyor	2012	\$36,000.00	\$ 662.95	7,200.75	\$639.32	\$23.67	\$ 6,561.43	3/24/2016	
Midwest Specialty*	2012	\$267,000.00	\$2,703.25	160,394.26	\$2,351.70	\$351.55	\$ 158,042.56	3/16/2016	
AMOUNT AVAILABLE				\$400,129.10					
IDB Loans									
Shallbetter LLC	2009	\$795,000.00		\$304,594.05	\$4,325.32	\$256.53	\$300,268.73	3/1/2016	
Shallbetter LLC #2	2011	\$600,000.00		\$483,228.11	\$2,379.13	\$829.30	\$480,848.98	3/1/2016	
Shallbetter #3	2015	\$400,000.00		\$400,000.00	\$2,367.57	\$2,442.41	\$397,632.43	3/29/2016	

MOTION by Boucher, seconded by Beiser, to approve the Financial Report as presented. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Adopt Agenda

MOTION by Lehr, seconded by Fischer, to adopt the agenda. Carried by voice vote.

Administrator's Report

- Have been working with an area developer on a possible commercial development in the community. More information to come next month.
- Acquiring pricing estimates to move our Ordinance and Land Use Code into a more stable form with an outside third-party. This would allow for better record-keeping and allow citizens/developers easier viewing of our standards.
- Working with Kelly in the library to set up some reduced pricing for watercraft purchases through a company out of Appleton.
- Have begun discussions with engineering firms and the city of Omro on the possibility of a mixed-use trail between our communities.
- Still working on establishing the funding mechanisms for the STH 116 projects.
- A business visit program will be taking place in May as a coordinated effort between the businesses, WACSD, and the Village.
- Working with several property owners on a large renovations or new home builds throughout the community.
- Working with Mary Lou on some changes to the website that would highlight resources for seniors in our community.

- Paul Denis from Schenck presented this year's draft audit to Jaci and me. He will be by in May to present the findings to the full board.
- Met with Greater Oshkosh Economic Development organization as well as the New North . . . working together to attract businesses to our area.
- Working with school for business visits for sophomores, juniors, and seniors; in the industrial park.

Committee Reports

Park

- Refer to minutes.

WCDA

- Did not meet.

Cemetery

- Did not meet.

Historic Preservation

- Did not meet.

Beautification

- Did meet . . . no decisions made.

Plan Commission

- Refer to minutes.
- Approved Industrial zoning.

Industrial Development Board

- Did not meet.

Fire Department

- Did not meet.

Library

- Refer to minutes.
- April is national library month and celebrated last week.
- Volunteer appreciation breakfast last week – about a dozen volunteers put in over 2000 hours of service in a year.

Police and Fire Committee

- Refer to minutes.
- One item on agenda.

Public Works

- Refer to minutes.
- Several agenda items.
- Public information meeting with DOT on May 3rd.

Personnel and Finance

- Did not meet.

Old Business

Creation of One-Way Entrance – Library Loop

- Library Board did agree with the recommendation.
- Would you like issue to go before public works or police and fire committee(s).
- Enter on south and exit on north.
- Signage to be put up.

MOTION by Beiser, seconded by Falk, to create a one-way entrance in the library loop on the west side of the Municipal Building entrance only on the south driveway and exit only on the north driveway with appropriate signage. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

New Business

Industrial Park Cropland Lease

- Reviewed by Village Administrator Mitch Foster.
- Gives Mr. Murray to farm land in the industrial park.
- \$1150.00 per year with a December 31st due date.
- If sold, we owe him proportionately.
- No comments received from industrial park businesses.

MOTION by Beiser, seconded by Fischer, to approve the Industrial Park Cropland Lease Agreement. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Authorize Winneconne Thrift and Gift Grant Application

- Reviewed by Village Administrator.
- Applied for grant for new cemetery software. ... easily measured.

MOTION by Hoenecke, seconded by Lehr, to authorize Village Administrator to apply Winneconne Thrift and Gift Grant. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Approve Certified Survey Map – 1056 Calypso Drive

- Reviewed by Village Administrator Mitch Foster.
- Combining two lots.
- Shed – is 4.7 feet from side lot.
- Attorney recommends variance for the shed.

MOTION by Beiser, seconded by Fischer, to approve the Certified Survey Map for 1056 Calypso Drive. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Community Survey Questions

- Reviewed by Village Administrator Mitch Foster.
- Let Mitch know if you may have any additional questions.
- Presented copy of survey from 2009.

Approve Amended Ordinance 9-1-52 Cross Connection Control

- Reviewed by DPW Kirk Ruetten.
- Add – Subsection d thru I remain intact and unchanged per attorney’s recommendation

MOTION by Boucher, seconded by Beiser, to amend Ordinance 9-1-52 Cross Connection Control. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Approve Amended Zoning Ordinance 9-1-51 General Industrial Zoning District

- Reviewed by Village Administrator Mitch Foster

MOTION by Beiser, seconded by Lehr, to amend Zoning Ordinance 9-1-51 General Industrial Zoning District. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Accept Sewer System Televising bid – Northern Pipe Equipment Inc.

- Reviewed by DPW Kirk Ruetten.
- Solicited three bids received two back.
- Budgeted \$10,000.

MOTION by Hoenecke, seconded by Boucher, to accept Sewer System Televising Bid from Northern Pipe Equipment Inc. not to exceed \$9621.04. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Village of Winneconne Phone System Request to Issue RFI (Request for Information)

- Reviewed by Village Administrator Mitch Foster.
- Phone system is from 1999.
- Send out to three or four different phone systems.
- Just to get information . . . will have a better understanding when we budget for 2017.
- Recommended by Public Works Committee.

Focus on Energy Purchase Request

- Reviewed by DPW Kirk Ruetten.
- Savings of approximately \$17,000 with a rate of return in 24 months – refer to public works minutes. Approximate savings of \$700.00/month.
- Moving to all LED lighting. Much better light. Bulbs are warranty for five years.
- Is there a true savings? Peak demand.
- This is not budgeted . . . could hold off for another month for a financing plan.
- Would also like to see another bid.
- No action taken . . . will call a special meeting if needed.

Temporary Class B License – WYDC

MOTION by Beiser, seconded by Lehr, to grant a Temporary Class B License to WYDC for June 17 – June 19; and June 24 – June 26th. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Operator Licenses

MOTION by Boucher, seconded by Falk, to grant operator licenses to Eric Lang and Catherine Ercegovac. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

CONVENE IN CLOSED SESSION – 6:20 p.m.

Pursuant to WI State Statute 19.85 (1)e

For the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business.

Pursuant to WI State Statute 19.85(1) (c)

To consider the performance evaluation of a public employee.

MOTION by Fischer, seconded by Beiser, to go into closed session pursuant to Wisconsin State Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business; and Wisconsin State Statute 19.85(1) (c) to consider the performance evaluation of a public employee. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Held discussion for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business.

Discussion held on the performance evaluation of a public employee.

- Police officer resigned March 31st.

Return to Open Session

MOTION by Beiser, seconded by Hoenecke, to return to open session. Roll Call: Lehr, Beiser, Boucher, Hoenecke, Falk, Fischer, and Rogers; ayes.

Decision on South 5th Avenue Property Sale

- No action taken.

Adjourn to next meeting

MOTION by Beiser, seconded by Fischer, to adjourn to May 3rd for public information meeting with the DOT.

7:09 p.m.

Jacquie Stelzner
Clerk-Treasurer
Village of Winneconne