

**MEETING MINUTES:
VILLAGE BOARD**

FEBRUARY 18, 2020

5:30 p.m.

Regular meeting of the Village Board was called to order at 5:30 p.m. by President Boucher.
Roll Call: Clifford, absent; Kubasta, Foster, Mashak, and Boucher; present.

Pledge of Allegiance was said in unison.

Public Participation:

Sarahjean Schluechtermann – Winnebago County Health Dept, 112 Otter Avenue in Oshkosh

- Community Health Strategist – main goal is tobacco prevention.
- Thanked us for protecting the health of our community – many negative health effects.
- Also thanked the Board for recognizing this is an urgent project.
- 2017 12% of high school student reported vaping.
- 1/3 of Wisconsin prohibits use of e-cigarettes in places where cigarettes are prohibited
- Proposed updated definitions.

Communications

- Recycling Grant - we put funds in our recycling grant application for bags. We asked the Elementary School art teacher to see if any students would be interested in designing the bag. Please take a look and vote which bag you would prefer.
- Open Book and Board of Review – as you recall we have new appraisers this year. They would like to schedule Open Book and Board of Review
 - Open Book April 15, 2020 4:00 p.m. – 6:00 p.m.
 - Board of Review May 7, 2020 from 9:00 a.m. – 11:00 a.m
- Received application for an alcohol license late this afternoon for Biggar’s Supper Club. In the past, alcohol licenses go before the board to accept and order published. Then, at the next board meeting the Board would grant/deny the application. They are hoping to open April 13th and the board meeting in April is April 21st. Consensus to follow past practice.

Regular Business

Approve Consent Agenda

January 21, 2020 Village Board Minutes
January 30, 2020 Village Board Minutes
Approve and Order Paid Village and Utility Bills
Financial Report
Adopt Agenda

MOTION by Foster, seconded by Kubasta to approve the January 21, 2020 Village Board Minutes as presented. Roll Call: Kubasta, Foster, Mashak, abstain; boucher; aye.

MOTION by Foster, seconded by Mashak, to approve the consent agenda with the exception of the January 21, 2020 Village Board minutes. Roll Call: Kubasta, abstain; Foster, Mashak, and Boucher; ayes.

Administrator's Report

- Attending Ehlers seminar later this week in Wisconsin Dells
- Update on stormwater utility – Kirk and Brad conducted a study to create an Equivalent residential unit(ERU) . . . average home would be one ERU. Anticipate one ERU would be approximately \$80 quarterly.
- Transportation utility – user fee – must be linked to a measure of trips associated with each utility customer. ITE figures have been upheld in court cases throughout the states.
- Communication with Residents – online surveys. Would like to expand the scope to track how residents are using are facilities. Collect and maintain contact information. For example – after they rent a park shelter . . . they would receive a survey. 3d barcode? Send more targeted alert system.
- Survey to help guide the Village Board with policy decisions.
- Klein Ford – expects to begin interior demolition. State reviews applications for commercial building permits.
- GO-EDC working to use the galleries and community room as drop-in co-working spaces. Could use former Chamber office as reservable room. Recommend purchase and configure a dedicated wi-fi router and establish appropriate terms of service – review with Village attorney.
 - o GO-EDC and the UWP Small Business Development Center have agreed to send a representative for one day each month to provide residents with one-on-one no-fee consultations to help local business owners and entrepreneurs navigate the challenges that confront small and growing businesses and steer them toward funding opportunities
- GO-EDC – many site searches received favor sites with existing buildings. Working with a potential investor to build a spec building in the Industrial Park.

Committee Reports:

Beautification

Cemetery – Refer to minutes.

Fire Department – Busy opening week of sturgeon spearing – called out five times.

- Everything going well.
- New truck is good. Old truck gone.
- Two people in certification process. 43 firefighters and 17 first- responders.

Historic Preservation- Did not meet.

Library Board- Met last night.

Busy – short staffed due to resignation. Will advertise in near future.
Library is considering going fine free policy. Most libraries in the Winnefox system will be fine free by the end of the year.

Park Committee- Refer to minutes.

Personnel and Finance – Did not meet.

Plan Commission – Refer to minutes. Reviewed zoning ordinances. Next month. Redlining copy – hope to have to you in the near future.

Public Safety – Refer to minutes. Still struggling with part-timers.

Public Works – No quorum. See notes. Posting for N 6th street project should be in paper tomorrow.

Old Business: None

New Business:

Discuss and vote to confirm appointment of James Kies as Village Trustee to complete the term of Randy Oliphant

MOTION by Boucher, seconded by Foster, to confirm the appointment of James Kies as Village Trustee to complete the term of Randy Oliphant. Roll Call: Kubasta, Foster, Mashak, and Boucher; ayes.

At this time, James Kies was sworn in as Village Trustee

Discuss and vote to confirm appoint of James Kies to Public Works Committee, Park Committee, Plan Commission and Industrial Development Committee

MOTION by Boucher, seconded by Kubasta, to confirm the appointment of James Kies to Public Works Committee, Park Committee, Plan Commission and Industrial Development Committee. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss and vote to appoint Brenda Kubasta as President Pro Tempore

MOTION by Foster, seconded by Mashak, to appoint Brenda Kubasta as President Pro Tempore. Roll Call: Kubasta, abstain; Foster, Mashak, Kies and Boucher; ayes.

Discuss Reverse Osmosis System Pilot Study and Vote to Select Harn R/O Systems, Inc. to Conduct the Pilot Study

- Reviewed by DPW Kirk Ruetten.
- Received five proposals for Reverse Osmosis System Pilot Study.
- Also reviewed by our engineering firm, McMahan.
- Recommended Harn R/O Systems
- Additional requirements will need to be done – electric tubing, some risks involved.
- 12 weeks of pilot testing did budget 150,000.00 in capital fund
- MCO felt comfortable with Harn
- Unloading/site improvement;electrical;water supply; storage tanks etc

MOTION by Kubasta, seconded by Foster, to select Harn R/O Systems Inc., to perform a Reverse Osmosis System Pilot Study. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss and Vote Design for the 2020 Winneconne Parks Collectible Pin

- Reviewed by President Boucher

MOTION by Kies, seconded by Mashak, to approve design for the 2020 Winneconne Parks Collectible Pin as presented. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss and Vote to Approve Fee Schedule and Benefits for the 2020 Winneconne Parks Collectible Pin and Fishing Day Passes and Establish Restrictions on Use of Proceeds.

- Reviewed by President Boucher – presented old article about fishing on bridge
- Recommended simply changing sign to add no metal attachments.
- To be added to ordinance changes and adopted in April
- \$5 daily pass/ \$20 for season pass (collectible pin) any Village owned facility.
- This is a starting point.
- Important to note . . . following state of Wisconsin license requirement. Older than 16.
- Would offset cost of porta potties.
- Park budget is \$240,000.00 losing monies at Marble Park beach.
- Ordinance to be approved next month.

MOTION by Foster, seconded by Mashak , to update the Park fee schedule to include a \$5 daily and \$20 annual fishing permit fee for all village owned properties and to designate revenue from such fees for park maintenance and use including but not limited to the fishing piers. Such fees shall be effective April 1 2020. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss and Vote to Approve Boat Slip Rental Agreement

- Reviewed by DPW Kirk Ruetten
- Recommended by Park Board
- Fee previously approved.
- Worked with Village Attorney to create this boat slip rental agreement.

MOTION by Kubasta, seconded by Mashak, to Approve the 2020 Boat Slip Rental Agreement. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss Draft of Monthly Village Administrator's column in the *Winneconne News*

- Reviewed by Village Administrator David Porter
- Fishing pin and day pass.
- Looks good.

Vote to Accept and Order Published Michael Kurtz's Application for Class B Liquor License

- Reviewed by Village Administrator David Porter.
- Emily reviewed – only have one Class B Liquor License available.

MOTION by Mashak, seconded by Kies, to accept the Class B Liquor License Application for The Landing on the Wolf LLC and order published. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss and Vote to Approve Temporary Class B Fermented Malt Beverage Licenses

- St. Mary's Catholic Church for 2/28/2020; 3/13/2020; and 3/27/2020

MOTION by Kubasta, seconded by Foster, to grant Temporary Class B Fermented Malt Beverage to St. Mary's Catholic Church for the following dates: 2/28/2020; 3/13/2020/ and 3/27/2020. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

Discuss and Vote to Approve Operator License Applications

- Jaquelyn Marie McGinnis – Wayne's Piggly Wiggly
- Nichole Merry Conners – The Pub
- Muranda Marie Peterson – Tiny's Sports Bar

MOTION by Foster, seconded by Mashak, to grant operator licenses to Jaquelyn Marie McGinnis, Nichole Merry Conners, and Muranda Marie Peterson. Roll Call: Kubasta, Foster, Mashak, Kies, and Boucher; ayes.

MOTION by Foster, seconded by Kubasta, to adjourn to March 17. Carried by voice vote.

TIME: 6:37 p.m.

Jacquín Stelzner
Clerk-Treasurer
Village of Winneconne