

**MEETING MINUTES:  
VILLAGE BOARD**

**MAY 19, 2020**

**5:30 p.m.**

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

**Pledge of Allegiance** was said in unison.

**Public Participation**

- Doug Nelson, 214 N 6<sup>th</sup> Avenue, expressed his concerns to the board about four issues
  - o Storm sewer at PineCrest located on North 6<sup>th</sup> Avenue.
  - o No porta potti on the East side by the new fishing piers.  
Paid for one at my expense.
  - o Liquor License - Some municipalities are offering a discount on liquor licenses due to COVID.
  - o Tree on property on North 7<sup>th</sup> Street. Presented pictures of tree.
  
- Staff addressed his issues
  - o Storm sewer drain was part of the Twin Harbor Drive project from last year. In the future, realistically the storm sewer drain will be cleaned every three to five years.
  - o There are no porta potties by the piers. However, there is a porta potti at the North 1<sup>st</sup> Street boat landing and there are bathrooms at Lake Winneconne Park. Will refer the issue to the Park Committee.
  - o Liquor License discount is an item on the agenda.
  - o DPW Ruetten stated he never talked to Mr. Nelson directly about the tree. In the past, the Village did assist residents with tree removal, but that has not been done in at least five years. The tree in question is on Mr. Nelson's property.

**Communications - None**

**Regular Business**

**Approve Consent Agenda**

May 7, 2020 Village Board Minutes  
Village and Utility Bills – Accept and Order Paid  
Financial Report  
Adopt Agenda

MOTION by Kubasta, seconded by Kies to approve the consent agenda; order bills paid; and approve the minutes as amended. . Roll Call: Kubasta, Foster, Kies, Broderick, Metz, and Boucher; ayes.

### **Administrator's Report**

- Re-opening Plans
- Temporary Sidewalk Seating Area Ordinance
- Transportation Utility
- Alcohol License Fees

### **Old Business**

#### **Discuss Re-opening Plans as They Relate to Winnebago County Safer at Home Order**

- Reviewed by Village Administrator David Porter
  - o When agenda was created, we thought we would follow the County's Order but that is no longer the case. We do not have the authority to issue our own order. But we do have the authority to create policies for public places within the Village. Good opportunity to use soft power such as creating an optional program where the Village could come up with some general guidelines for several different types of business. For the business that decide to participate create a sticker that would indicate to members of the public that they are participating and creating a space that complies with the best practices as we currently understand them.
  - o Foster – are we validating them if initially they say they will follow the guidelines and then how is it monitored to see if they are truly complying.
  - o Dave – good question. Maybe could be done every so often.
  - o Boucher – what I have learned is things change daily.
  - o Broderick – the WEDC has guidelines for a number of different types of businesses. Probably 10 – 12 different segments with guidelines to each one. Something to say they are following guidelines but need someone to monitor. Boucher – for our purposes we need to discuss the public areas within the Village.  
Dave – makes sense to come back in a week or two to have a brief meeting about Covid.
- Village Hall – re-open on June 1<sup>st</sup>. Limit two people at time at front desk.  
Use sanitizing methods similar to used during election.  
Virus – elderly folks – dedicate a time for those over the age of 65 – for Their safety. Perhaps 8 – 10 am. “X” on the ground to encourage social Distancing.
- Parks – specifically ball diamonds. Limit to 15 people and practice social distancing the best they can. Increase it with data we receive from the County Health Department. Like to see teams responsible to provide additional seating to enhance

the dugout; no sharing of bats; and provide hand sanitizer. Helmets – they pretty much have their own helmets. Baseballs?

Village Attorney recommended we focus on things we can control. What is our liability - have recreational immunity. No case law – never had a pandemic. Recommend establish reasonable guidelines

- One team at a time. No scrimmage.
  - Post sign at each field – playing at own risk.
  - Limit time of practices to 1.5 hours per team.
  - Remove the bleachers.
    - Spectators can bring own chairs. Practice social distancing.
  - Derek Schaeffer, WYDC, have two tournaments scheduled in June.
    - WYDC Board will do whatever the Village decides we are prepared to cancel if that is the Village's decision. Postponing is not an option.
    - Most of tournaments are in July and we still need to practice.
  - Village Attorney Emily Dunham reminded the Board to be consistent. Cannot open the baseball fields and not the shelters.
  - Consensus of Board - ok with tournaments with some restriction.
- Bathrooms – June 1<sup>st</sup>. Cleaned twice a day. Some communities are alternating bathrooms which are open. Open and sanitize.
- Playground equipment – currently caution tape. Opening with communication that playground equipment is use at own risk. June 1<sup>st</sup>.
- Park Shelters – spread picnic tables throughout park. Limit to 10 June 1<sup>st</sup> and then starting June 22 open the locked areas and raise the limit to 25 people.  
Emily concerned about how can allow WYDC and not people use shelter.  
Emily if you are going to allow WYDC have to open parks.
- Back to shelter – limit of 15 people as of June 1<sup>st</sup>. June 12 for events.
- Swimming Pond – Oshkosh has closed all pools for the year.
- Availability of Lifeguards. Sent to YMCA for certification – don't know if they are having classes. Certification is good for two years.
  - May need to limit hours due to staff.
  - Prepare for June 22<sup>nd</sup> opening (may change) figure out a limit for social distancing. Doesn't pay to open park for 30 people at a time. What is a realistic number? 2.5 acres. No concessions would limit how long they are there. All vending machines last summer.
  - No raft; no inflatables; could limit the high dive; no video games; keep vending machines; nothing floating.

## **New Business**

### **Discuss and Vote on Special Event Permit Applications for the WYDC Boys and Girls Home Tournaments on June 12 – 14 and June 19 – 21**

- Reviewed Special Event Permit Applications.
- We have a park use agreement with the WYDC.
- Only reason on agenda is due to the COVID-19.

MOTION by Foster, seconded by Kies, to approve the WYDC Boys and Girls Home Tournaments on June 12 – 14<sup>th</sup> and June 19 – 21 during the COVID -19 with the guidelines consistent with County Health Department and approved by the Village Administrator. Roll Call: Kubasta, Foster, Kies, Broderick, Metzsig, and Boucher; ayes.

### **Discuss and Vote to Adopt Temporary Sidewalk Seating Area Ordinance**

- Reviewed by Village Administrator David Porter
- Bars and restaurants have been hit hard by stay at home orders.  
Broderick – 460-52 L – Barriers. 460-52 – heating devices- safety issue.

MOTION by Broderick, seconded by Kubasta, to adopt Temporary Sidewalk Seating Area Ordinance. Roll Call: Kubasta, Foster, Kies, Broderick, Metzsig, and Boucher; ayes.

### **Discuss the Formation of a Transportation Utility**

- Due to time – Tabled.

### **Discuss and Vote on Proposal to Temporarily Pro-Rate Alcohol License Fees**

- Reviewed by Village Administrator David Porter

MOTION by Metzsig, seconded by Kubasta, to approve 17% discount to all Class B Intoxicating Liquor and Class B Fermented Malt Beverage on the renewal fees for the period July 1 – June 30<sup>th</sup>. Roll Call: Kubasta, Foster, Kies, Broderick, Metzsig, and Boucher; ayes.

### **Discuss and Vote on Temporary Class B Retailer's Licenses for the Winneconne Youth Diamond Club (WYDC) Baseball and Softball Tournaments**

- Weekends June 12-14 and June 19 – 21

MOTION by Foster, seconded by Broderick, to grant a Temporary Class B Retailer's License to the Winneconne Youth Diamond Club (WYDC) for the weekends of June 12 – 14 and June 19 – 21. Roll Call: Kubasta, Foster, Kies, Broderick, Metzsig, and Boucher; ayes.

### **Accept and Order Published Alcohol License Applications**

- Reviewed by Clerk-Treasurer Jaci Stelzner
  - o Updated List includes Biggar's Supper Club

MOTION by Kies, seconded by Foster, to accept the Alcohol License Applications and order published. Roll Call: Kubasta, Foster, Kies, Broderick, Metzsig, ayes; and Boucher; abstain.

**Discuss and Vote on Operator License Applications**

MOTION by Kies, seconded by Kubasta, to grant operator licenses to Alexandra Pascarella, and Scott Pelletier. Roll Call: Kubasta, Foster, Kies, Broderick, Metzsig, and Boucher; ayes.

MOTION by Broderick, seconded by Foster, to adjourn subject to call. Carried by voice vote.

TIME: 7:51 p.m.

Jacquin Stelzner  
Clerk-Treasurer  
Village of Winneconne