

Village of Fall Creek
Minutes of Regular Village Board Meeting
January 9, 2023

1. **Call to Order:** 6:00 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Chester Goodman, Karen Herbison, Karen Hurd, Sheena Kaatz, Matt Mattoon. Members Absent: Ryan Aylesworth. Staff Present: Village Administrator/Public Works Director Jared McKee, Police Chief Colin Mumford, Clerk/Treasurer Renee Roemhild. Also Present: 4 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and the agenda was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Goodman/Hurd) to adopt the agenda as printed. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input:** None.
7. **Approval of Minutes:**
 - MOTION (Goodman/Herbison) to approve the 12/12/22 Regular Board meeting minutes. PASSED, without negative vote.
8. **Financial Report:**
 - MOTION (Mattoon/Kaatz) to approve the preliminary 12/31/2022 Budget Comparison Report. PASSED, roll call vote: Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes.
9. **Approval of Bills:**
 - MOTION (Kaatz/Mattoon) to accept the Invoice Listing and Payroll Pay Summary Reports of 12/13/22-1/9/23. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Goodman-yes.
10. **Report of Village Administrator:** Administrator Jared McKee gave his monthly report highlighting the departmental duties accomplished since the last regular board meeting.
 - A. **Police Chief Mumford, Year-End Summary:** Police Chief Colin Mumford reported on a five-year analysis of call volume and types of service. Administrator McKee stated we have been receiving a lot of positive comments from the community regarding the officers being out and present in the community. The Board thanked Chief Mumford for the data and for empowering his employees because they've been doing a great job.
11. **Committee Reports:** Community Relations, Recreation & Health Committee Chairperson Karen Hurd reported Trustee Matt Mattoon and herself went to Lambeau Field to receive a \$7,000 grant for Keller Park playground equipment from the Green Bay Packers Foundation. The GB Packers Foundation gave out \$1.25 million to 243 communities/organizations in 49 counties. Hurd also reported that the radio & camera equipment for viewing the eagles' nest has arrived. It will be installed in her office building.
 - A. **Village Board Onboarding Brief:** Finance, Personnel & Economic Development Committee Chairperson Tim Raap stated there will be a meeting coming up to discuss several items and he presented a draft of an onboarding document he is compiling to help newcomers to the Board. Raap asked members to review the document and contribute their thoughts on what they feel would have been helpful to them when they came on the Board.
12. **Unfinished Business:** None.
13. **New Business**
 - A. **Consider Improvements on Randall Road:** Administrator McKee reported the Village Engineer & himself attended a meeting with the Developer to relay the Village's standards for the upcoming development. As the Developer is working on their platting and need to know

road grades and where they will be connecting utilities to, McKee questioned if the Board wanted to take the opportunity to use the money the Developer will have to spend to gain more advantage for the Village. McKee stated the Developer is only required to connect to what is existing, most of which is older utilities and has a road pitch that is inadequate to handle additional storm water. The Board could however consider entering into a reconstruction project for the Village's share of Randall Road, thereby likely gaining better pricing by bidding the project at the same time as the Developer, improving the grade so as to avoid storm water pooling, and replacing the utilities that are quite aged anyway. If the Board wishes to proceed with the improvement, a significant portion of the cost can be paid for by the Developer. If the Board chooses that now is not the time for such an improvement, the Developer will have to make at least 16 cuts into the water/sewer mains weakening the integrity of the mains, do patchwork to widen the road, patchwork to repair where the cuts have to be made in the road, and the road grade would remain as is. Either way the Developer spends the same amount of money, but the end product is not as good for the Village if the piecemeal way is chosen.

Trustee Sheena Kaatz questioned where this project fell in the Village's Capital Plan. McKee responded in two parts:

- 1) He has been working on outlining the history of when the underground utilities were put in for each street and if there have been problems with the pipes. Depending on the construction, some tend to hold up better than others. He feels it is important to consider capital projects in a wholistic way that takes into consideration both the road surface and the underground utilities. He will be bringing this data and his recommendations to the Finance Committee asking them to help prioritize the next projects.
- 2) The Village is required to inspect and "rate" the surface condition of all roads on the WISLR/PASER system. The Raether Addition area (Tyler, Truman, South White, South Randall) have a low quality rating in the Village, indicating they would be a higher priority for replacement.

McKee stated the current Capital Plan puts Plum Street as the next reconstruction project, but because there have been no utility breaks in that area and the road surface is still rated fairly good, that would not be his first priority. McKee talked about the numerous water breaks (that are very costly to repair) that have been experienced in the last several years in the Raether Addition. Public Works Crewmember Jamie Kaeding spoke up to report on a break that happened in 2018 on Randall & White. McKee stated that even if there was no new development planned on Randall Road, due to the numerous breaks and the road condition, the Raether Addition, including this section of Randall Road, would be on the top of his priority list for reconstruction.

Sidewalk was also discussed and how it would be a safety improvement due to the school being in such close proximity. Discussion took place on the Village's special assessment policy and how assessments were handled for past projects.

President Tim Raap stated the way he looks at it is in steps:

- 1) If a project has been deemed important, to first look at what is the most cost-effective way to do the project, to consider if it is more cost-effective to do the project now or wait a couple years. (For example, this project is unique right now because we can have the Developer contribute to the cost.)
- 2) Then you talk about financing options and special assessments, keeping in mind that it is important to not show favoritism regarding special assessments to certain individuals but to treat all property owners consistently. Raap stated one of the hardest things a

person has to do as a Board member is to talk about special assessments because no one wants to tell neighbors they have to have an assessment, but replacing deteriorated streets and utilities are a necessary part of maintaining a Village.

Trustee Chester Goodman wanted to make sure we were being proactive and diligent to be prepared for the next stages expected for the development of the Raether land. He stated he thought it was probably the right thing to do the rebuild project but would like to see the projected cost estimates before deciding for sure. Trustee Matt Mattoon also wanted a cost comparison if the developer just cut into the existing road and utilities. President Tim Raap wanted to see what we would be losing if we did not take this opportunity to use the Developers money in this way. McKee stated he would get that information ready.

- MOTION (Kaatz/Mattoon) to pursue with the goal of going forward with this project as a full rebuild, to send it to the Finance Committee to start looking at the numbers with the guidance given to the staff as to what type of information the Board wants to see in order to decide on the project. PASSED, without negative vote.

President Raap encouraged Board members to start thinking about special assessments and reading about that so they would be prepared for discussions that will need to take place. He stated there are State Statutes and the League of Wisconsin Municipalities has good information on that for anyone to read on their own.

B. Consider Amendments to 2022 Budgets: Administrator McKee reported the budget amendments reflect the motion made by the Board in February.

- MOTION (Goodman/Herbison) to amend the 2022 budgets as follows:

		From	Increase	Decrease	To
General Fund					
110-49500-000-000	Transfer from Other Funds	0	593,100		593,100
110-57900-000-000	Transfer to Other Funds	0	593,100		593,100
Debt Service Fund					
300-49000-110-000	DS-Pymt from GF from CPF Advance	0	593,100		593,100
300-49000-400-208	DS-Pymt from CPF- Raether Property	15,000		15,000	0
300-58100-110-208	DS-GF Princ Raether	45,691	578,099		623,790
Capital Projects Fund					
400-59900-000-000	CPF-Transfer to Other Funds	15,000	578,100		593,100

PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Goodman-yes, Herbison-yes.

C. Establish Dates for 2023 Open Book and Board of Review:

- MOTION (Herbison/Goodman) to set Open Book as Thursday, April 13, 2023 from 2:30 – 4:30 PM and Board of Review as Wednesday May 31, 2023 from 5 – 7 PM. PASSED without negative vote.

D. Economic Development Considerations/Research: Raap stated the procedure to follow was talked about in a meeting about a year ago and reminded Board members they should make sure they are involving Administrator McKee in any discussions regarding economic development to ensure consistent messaging. Raap also stated there will be a couple items related to this talked about at the upcoming Finance Committee meeting.

14. Committee Recommendations: None.

15. Possible Assignment to Committee

- A. Possible Amendment to Title 7 Regarding EC County-City Health Dept Inspections:** Raap stated our health department is the Eau Claire County Health Department. He has received a couple complaints and thought our ordinance should be looked at to see if there should be a scheduled framework for such inspections. The matter was referred to the Community Relations, Recreation & Health Committee.

16. Adjournment: 8:40 p.m.

Renee Roemhild, Clerk Treasurer