

Village of Fall Creek
Minutes for Regular Village Board Meeting
October 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 Ryan Aylesworth, Chester Goodman, Karen Herbison, Karen Hurd, Matt Mattoon. Members Arriving Later: Trustee Sheena Kaatz. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild, Police Chief Colin Mumford. 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 three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Mattoon/Goodman) to adopt the agenda as printed. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input/Correspondence:** The Board heard the following comments:
 - Dianne Ruppel Brion, 239 W Jefferson Ave, stated that years ago the Board did a survey regarding allowing chickens in the Village and it was voted down, but she would like it reconsidered, especially if the immediate neighbors gave their ok.
 - Mark Prankus, 211 E Randall Rd, frustration with the lack of communication from the construction company and that the project is dragging on much longer than estimated.
 - Email from Ben Burch, requesting consideration of naming the new ballfield at Keller Park “Bartow Field”.
 - MOTION (Herbison/Mattoon) to send consideration of naming the ballfield to the Community Relations, Recreation & Health Committee. PASSED, without negative vote.
7. **Approval of Minutes:**
 - MOTION (Herbison/Aylesworth) to approve the 9/11/23 Regular Village Board, 9/13/23 Community Relations, Recreation & Health Committee, 9/19/23 Finance, Personnel & Economic Development Committee, 9/25/23 Special Village Board, and 10/4/2023 Finance, Personnel & Economic Development Committee meeting minutes. PASSED, without negative vote.
8. **Financial Report:**
 - MOTION (Mattoon/Goodman) to approve the 9/30/23 Budget Comparison Report. PASSED, roll call vote: Goodman-yes, Herbison-yes, Hurd-yes, Mattoon-yes, Raap-yes, Aylesworth-yes.
9. **Approval of Bills:**
 - A. **Contractor’s Pay Request:** Administrator Jared McKee reviewed the pay request for the Randall Road & Utility Project, detailing the construction delays and the problems with the subbase of the road not drying. McKee stated the east portion of the road was spongy and like a washboard so he would not allow the contractor to pour the blacktop until the road could pass a proof roll. He also directed the contractor to remove any quantities regarding sand and road base that were not acceptable quality from this pay request, so McKee was in agreement with the quantities listed in this pay request and he recommended approval.
 - MOTION (Mattoon/Herbison) to approve the pay request to Haas Sons in the amount of \$185,640.16. PASSED, roll call vote: Herbison-yes, Hurd-yes, Mattoon-yes, Raap-yes, Aylesworth-no, Goodman-no.
 - B. **Regular Monthly Approval of Bills**
 - MOTION (Hurd/Mattoon) to accept the Invoice Listing and Payroll Pay Summary Reports of 9/12/23 – 10/9/23. PASSED, roll call vote: Hurd-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes.

10. Report of Village Administrator: Administrator Jared McKee gave his monthly report highlighting the departmental duties accomplished since the last regular board meeting. Police Chief Colin Mumford reported on the State's speed grant program, stating members of the department worked many overtime hours over the last several months for this program. Mumford said the personnel wage and benefit costs for those hours are fully reimbursed through the grant from the State. Fall Creek's participation in the program was very successful with many traffic stops conducted for the purpose of reducing speeding and traffic violations, primarily on Hwy 12. Mumford noted the majority of the stops were not residents of the Village, but people passing through.

11. Committee Reports: None.

12. Unfinished Business

A. 2nd Reading & Possible Adoption re: Comprehensive Plan:

- MOTION (Aylesworth/Herbison) to hold the second reading and approve the ordinance to adopt the amended Comprehensive Plan. PASSED, roll call vote: Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes.

B. Michael Benrud, Consider Sketch Plan Per §267 Subdivision of Land: Developer Michael Benrud addressed the Board with a proposed layout for a subdivision on approximately 124 acres near the water tower. He requested consideration that private water and sewer services be allowed, rather than hooking up to Village utilities. He said his intent was to have large lots with likewise larger, more expensive homes that he felt would bring in good tax revenue for the Village, even though the Village wouldn't gain revenue from utilities. Trustee Sheena Kaatz arrived at 7:04 p.m. Discussion took place that the proposed subdivision's location is so near to the water tower that it would make sense to at least hookup to Village water.

13. New Business

A. Randall Road & Utility Project: This agenda item was discussed when McKee updated the Board when discussing the contractor's pay request.

B. Sale of Property on Water Tower Road: President Raap reported on information previously discussed in closed session, stating that an offer to purchase has been signed so the matter can now be discussed in open session. The Village has accepted an offer for purchase from Dollar General for a portion of land near the water tower. Dollar General will now proceed with soil borings, site plans, etc. before the sale will be finalized, with an expected timeline for closing within a year.

C. Playground at Keller Park: Board members thanked Trustee Karen Hurd for her work on the grant applications. Discussion took place on the process going forward, including a possible grant from Game Time/Minnesota Wisconsin Playground if the equipment is purchased by the end of October.

- MOTION (Goodman/Herbison) to generally approve the concept layout from Game Time and move forward with the purchase of the playground equipment. PASSED, roll call vote: Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

D. Resolution Authorizing Fall Creek Area Fire District Funding:

- MOTION (Goodman/Aylesworth) to approve RESOLUTION #2023-1009A authorizing the funding for 2024 for the Fall Creek Area Fire District. PASSED, roll call vote: Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes.

E. Resolution to Rescind Resolutions: McKee reported that he still doesn't have numbers for the health insurance renewal but they have given him a not-to-exceed number, so it is not beneficial, at this time, to switch to the State insurance plan.

- MOTION (Goodman/Kaatz) to adopt RESOLUTION #2023-1009B to rescind resolution #2023-0925B, the resolution for inclusion under the Wisconsin Public Employers' Group

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

F. Alcohol Beverage License Application:

- MOTION (Herbison/Aylesworth) granting a Combination Class A license for the sale of fermented malt beverages and intoxicating liquors for consumption away from the premises where sold to My Salon & Plum Street Boutique, Jane M. Brown (owner) for the remainder of the 2023/2024 license year. PASSED, without negative vote.

G. Request for Extension of Building Permit:

- MOTION (Herbison/Goodman) granting the request of Anne & Dennis Volbrecht to extend their building permit application for 118 N. Wisconsin Street for another six months. PASSED, without negative vote.

H. 2024 Proposed Budget: Raap updated the Board on the Finance, Personnel and Economic Development Committee meetings regarding the proposed budget. McKee gave a broad overview of the budget so the Board could see the big picture first. He then went through the items in detail. Additional comments were made regarding using the additional money received for State Shared Revenue for capital expenses that have been underfunded for years and the fact that Garbage Fund revenues are not keeping up with the costs. We were able to balance the budget this year by using fund balance, but the Board may need to look at increasing the administrative fee to keep pace with costs. Even if that is done, it is still a cost savings to customers to have the Village do the billing rather than the garbage company. Raap stated there were more items to discuss in closed session.

I. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body has Jurisdiction or Exercises Responsibility, namely, Discuss Individual Employee Performance. At the End of the Closed Session, the Board Will Be Going into Open Session to Conduct Further Business. Roll Call Vote on Motion to Convene into Closed Session.

- MOTION (Goodman/Herbison) to move into closed session at 8:11 p.m. per the above. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes. Roemhild left the meeting and Raap took over the recording of minutes.

J. Move to Return to Open Session and Action, if Any, on Matters Discussed in Closed Session.

- MOTION (Herbison/Mattoon) to return to open session at 9:12 p.m. PASSED, roll call vote: Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes.
- MOTION (Aylesworth/Herbison) to approve the budget as proposed and with the salary adjustment as noted in closed session, and to set the public hearing date as November 13th. PASSED, roll call vote: Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

14. Committee Recommendations: None.

15. Possible Assignment to Committee: None.

16. Adjournment: @ 9:13 p.m.

Renee Roemhild, Clerk/Treasurer & Tim Raap, Village President