

Village of Fall Creek
Minutes of Regular Village Board Meeting
September 14, 2015

1. **Call to Order:** 6:30 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Chairman Chester Goodman, Trustees Matt Mattoon, Wayne Steinke, Karen Strasburg, Aaron Wilhelm. Members Absent: Trustees Tina Jacobson and Bob Jenkins. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: 4 citizens.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted in the three public places and newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Steinke/Mattoon) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Steinke/Mattoon) to approve the 8/10/15 Regular Board and the 7/20/15 Parks & Rec Committee meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** Richard Ziemann stated he and his ancestors have been a part of this community for a very long time. He realizes that sometimes it's hard for Board members to make the right decisions because human nature is that we don't want to offend anyone. Mr. Ziemann thanked and commended the Board for having the courage to make the decisions based on the greater good of the community as a whole.
8. **Correspondence:**
 - UW Extension Local Government Center 2015 Town & Village Workshop (various dates and locations)
 - UW Extension Local Government Center Current Issue Affecting Local Government Officials WisLine Teleconference Series (various dates)
 - EC Co. Dept of Planning & Development notice of public hearing regarding Comprehensive Plan proposed amendments
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Steinke/Mattoon) to approve the 8/31/15 Budget Comparison Report. PASSED, roll call vote: Mattoon-yes, Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes.
10. **Consider Bills:**
 - MOTION (Steinke/Mattoon) to approve bills #22519-22578, V15283-15333. PASSED, roll call vote: Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes, Mattoon-yes.
11. **Police Department**
 - A. **Monthly Report:** Police Chief Dachel presented a report of monthly cases/calls for service.
 - B. **Consider Employee Wage for Crossing Guard:**
 - MOTION (Steinke/Mattoon) to increase the schedule from 30 minutes to 45 minutes for both morning and afternoon for the crossing guard. PASSED, without negative vote.
12. **Public Works Department**
 - A. **Monthly Report:** Public Works Director Kaatz gave his monthly report on various matters concerning the public works and utility departments.
 - B. **Consider Enforcement of §249-4.D. Snow Removal (Street Parking Regulations for Winter Months):**
 - MOTION (Steinke/Strasburg) to prepare a first reading of an amendment to §249-4.D. of the Village Code to reflect even/odd parking from midnight to 6:00 AM during the winter season of November 1 to April 1. PASSED, without negative vote.

- C. Consider Policy re: Snow Removal for Downtown Businesses:** Following discussion, the Board asked Public Works Director Kaatz to bring back ideas to the board.
- D. Consider Business Park East Project, Including Contractor's Pay Request & Possible Change Orders:** PWD Kaatz reported on progress.
- E. Consider Wellhouse #1, Including Contractor's Pay Requests & Possible Change Orders:**
 - MOTION (Mattoon/Steinke) to approve the Contractor's Pay Request in the amount of \$5,320.95 to B & B Electric, Inc. PASSED, roll call vote: Strasburg-yes, Wilhelm-yes, Goodman-yes, Mattoon-yes, Steinke-yes.
 - MOTION (Steinke/Wilhelm) to approve the Contractor's Pay Request in the amount of \$7,312.98 to Municipal Well & Pump. PASSED, roll call vote: Wilhelm-yes, Goodman-yes, Mattoon-yes, Steinke-yes, Strasburg-yes.
- F. Consider Wellhead Protection and Rental of Land Near Well #2 for 2016:**
 - MOTION (Mattoon/Wilhelm) to rent Raether land at the same price as last year, pending Doug Raether approval. PASSED, without negative vote.

13. Committee Reports: None.

14. General Business

- A. Work on 2016 Budget, Including Health Insurance Considerations and Wages:**
Discussion took place on the 2016 proposed budgets, especially the difficulty caused every year by the continued rise in health insurance premiums. A suggestion was made to get quotes from other insurance agents, including Don Schultz of the Insurance Center, to see if there is any difference in what is offered.
The board recessed at 8:45 p.m. and reconvened at 8:55 p.m.
- B. Consider Needs at Village Parks, Tennis Court Lights, Playground Equipment, etc.:**
 - MOTION (Steinke/Wilhelm) approving the costs necessary to install the used playground equipment that was donated to the Village by the School District. PASSED, roll call vote: Goodman-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Wilhelm-yes.
- C. Update re: Replacement of Marquee/Announcements Sign at Fall Creek Valley Memorial Park:**
 - MOTION (Steinke/Mattoon) approving the purchase of an electronic sign at Fall Creek Valley Memorial Park to be paid for by an anonymous donor, and authorizing Trustee Karen Strasburg to coordinate the details of installation. A policy for use and possible user fee will be presented at the next board meeting. PASSED, without negative vote.
- D. Update re: Welcome to Fall Creek Baskets:** Trustee Karen Strasburg reported on making the welcome baskets and delivering several already. They have been positively received.
 - MOTION (Steinke/Mattoon) to approve reimbursement of \$37.20 to Trustee Karen Strasburg for expenses for welcome baskets. PASSED, roll call vote: Mattoon-yes, Steinke-yes, Strasburg-abstain, Wilhelm-yes, Goodman-yes.
- E. Consider Application for License for Large Gathering or Assemblies:**
 - MOTION (Strasburg/Steinke) to approve application for Large Gathering or Assembly permit for the United Cerebral Palsy "Roll into Fall Creek" event on September 26-27. PASSED, without negative vote.
- F. Consider Requests for UCP Event (Waiver of Fees, Use of Parking Lot, etc):**
 - MOTION (Steinke/Strasburg) to approve use of Village Hall and Village Hall parking lot, and waiver of fees for use of Village Hall and Large Gathering or Assembly permit for the UCP event on September 26-27. PASSED, without negative vote.
- G. Consider Bartender Operator License Applications:**

- MOTION (Mattoon/Steinke) to grant a bartender operator license for the remainder of the 2015/2016 license year to Janice Rouleau and Samantha Rau. PASSED, without negative vote.
- H. Consider Request for Variance to Driveway Approach Width:** Greenwood Packaging is requesting a variance on their driveway approach width. Their driveway is 40' wide and the ordinance states that no driveway shall exceed 24' unless special permission is obtained by the Village Board.
- MOTION (Steinke/Strasburg) to grant variance for Greenwood Packaging's driveway approach, allowing it to be 40' wide. PASSED, without negative vote.
- I. Consider Requests for Building Permit Extension:**
- MOTION (Mattoon/Steinke) to grant extensions on building permits until July 31, 2016 for 262 S Pine St and 364 S Liberty St. PASSED, without negative vote.
- J. Consider Request to Use Picnic Tables and Space in Village Hall Parking Lot:**
- MOTION (Steinke/Mattoon) to allow Dale Reetz to use 4-5 picnic tables to be placed in the Village Hall parking lot next to Shelly's Bar & Grill for his event on October 3, 2015. PASSED, without negative vote.
- K. Consider Request to Waive Hall Rental Fees:**
- MOTION (Steinke/Mattoon) to waive hall rental fees for the Mayo Clinic Health System/EC County Aging & Disability Resource Center "Strong Bones" exercise program to be held in fall/winter of 2015 or winter/spring of 2016. PASSED, without negative vote.
- L. Consider Village Website and Logo:**
- MOTION (Mattoon/Steinke) to approve the logo as presented. PASSED, without negative vote.
- M. Consider Post-Issuance Compliance Policy:**
- MOTION (Steinke/Mattoon) to adopt the Post-Issuance Policy for Tax-Exempt and Tax-Advantaged Obligations and Continuing Disclosure as recommended by Quarles & Brady. PASSED, without negative vote.
- N. Consider 2nd Reading & Possible Adoption of Amendment to Ordinance §249-4.C. & § 249-5.2, Vehicles and Traffic, Long-term Parking:**
- MOTION (Steinke/Wilhelm) to hold the second reading and adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. Ordinance clarifies inconsistencies between the two subsections of the Village Code. PASSED, roll call vote: Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes, Mattoon-yes.
- O. Consider 2nd Reading & Possible Adoption of Amendment to Ordinance §268-45.3, Zoning, Signs:**
- MOTION (Steinke/Wilhelm) to hold the second reading and adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. Ordinance establishes a daily fine for noncompliance. PASSED, roll call vote: Strasburg-yes, Wilhelm-yes, Goodman-yes, Mattoon-yes, Steinke-yes.
- P. Consider Appointments - Zoning Board of Appeals:** President Goodman asked for recommendations to fill the vacancy on the Zoning Board of Appeals created by David McInnis moving out of the Village.
- Q. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(e) Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting Other Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session, Namely Consider Purchase of Land. At the End of the Closed Session, the Board Will Return to Open Session to Conduct Further Business.**

- MOTION (Steinke/Wilhelm) @ 9:55 p.m., and to invite Clerk-Treasurer Renee Roemhild into the closed session. PASSED, roll call vote: Wilhelm-yes, Goodman-yes, Mattoon-yes, Steinke-yes, Strasburg-yes. President Goodman announced that at the end of the closed session, the board would be returning to open session to conduct further business.

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

- MOTION (Steinke/Wilhelm) @ 10:05 p.m. PASSED, roll call vote: Goodman-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Wilhelm-yes.

15. Adjourn:

- MOTION (Steinke/Mattoon) @ 10:05 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer