

Village of Fall Creek
Minutes of Regular Village Board Meeting
January 11, 2016

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: President Chester Goodman, Trustees Tina Jacobson, Bob Jenkins, Matt Mattoon, Wayne Steinke, Karen Strasburg, Aaron Wilhelm. Members Absent: None. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: 7 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 & newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Steinke/Mattoon) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Mattoon/Steinke) to approve the 12/14/15 Regular Board meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** None.
8. **Correspondence:** Various thank you notes and opportunities for training were relayed to the Board.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Steinke/Jacobson) to approve the 12/31/15 Budget Comparison Report. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes.
10. **Consider Bills:**
 - MOTION (Mattoon/Jenkins) to approve bills #22736-22787, V15440-15475. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes, Jacobson-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Bob Schultz, Xcel Energy, re: Update on Substation & Voltage Conversion, Update on LED Street Light Conversion Project:** Several representatives were present to report to the Board on the following:
 - Construction of the new substation is almost complete. As reported earlier, the substation upgrade took place because the old substation was at 100% capacity. The plan will be to convert service for one-half of the village in 2016, and the other half in 2017. Customers will lose power during the conversion process, but Xcel will notify customers in advance. A small number of customers will be without power for up to eight hours but many others will only be without power for five minutes. The average residential service outage will be approximately 20 minutes. The biggest impact will be the extended presence of Xcel crews in the Village over a two-year period.
 - Xcel will be converting the Village's street lights from regular 100-watt bulbs to 40-watt LED lights. The process will take place in late February or the first of March and take approximately three days to complete. Residents will notice a difference in the lighting. The new lights focus the light downward better, which provides a more efficient light pattern that has less glare. The new lighting is also more cost-effective, so the Village will see a reduction in their street-lighting bill.
 - B. **Dawn Schultz, Xcel Energy, re: Request for Time Extension for Driveway Permit:**
 - MOTION (Mattoon/Steinke) granting Xcel's request for a six-month extension to get their permanent driveway installed, switching access from Boardwalk to Brickyard. PASSED, without negative vote.

12. Police Department

- A. **Monthly Report:** Police Chief Chad Dachel presented both a monthly report and annual report of cases/calls for service.

13. Public Works Department

- A. **Monthly Report:** Public Works Director Bryan Kaatz gave his monthly report on various matters concerning the public works and utility departments.

B. **Consider Business Park East Project, Including Possible Change Orders:**

- MOTION (Mattoon/Wilhelm) approving change order #2 with Heartland Contractors, allowing a time extension because of the delay in Xcel completing the substation. PASSED, without negative vote.
- MOTION (Jenkins/Mattoon) approving change order #4 with Heartland Contractors, allowing \$50,000 for borrow site restoration and allowing a time extension until June 1, 2016 for substantial completion. PASSED, roll call vote: Mattoon-yes, Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes, Jacobson-yes, Jenkins-yes.

- C. **Consider Street Lights in Willow Court:** Public Works Director Bryan Kaatz requested consideration that the village-owned street lights in Willow Court be replaced with company-owned lights at a cost of approximately \$1,500 per light. No action taken.

14. Committee Reports: None.

15. General Business

A. **Consider Request for Training:**

- MOTION (Mattoon/Steinke) approving the training request of Trustee Tina Jacobson to attend the CareerTrack "*Dealing with Difficult People*" seminar on February 22, 2016. Cost will be split with Tina's other employer - Fall Creek Schools. PASSED, roll call vote: Steinke-yes, Strasburg-yes, Wilhelm-yes, Goodman-yes, Jacobson-abstain, Jenkins-yes, Mattoon-yes.

B. **Discuss Procedures and Policy for New Community Sign at Fall Creek Memorial Park:**

Trustee Karen Strasburg reported there has been a holdup in the production of the sign, but it should be completed soon and installed within a month. The procedure for use of the sign was discussed - users will pay \$7 a week, there can be multiple users in a week, form will be provided on Village website for customers to request use.

C. **Consider Resolution in Support of RAVE (Register And Vote Eau Claire):**

- MOTION (Jenkins/Steinke) to table and request a representative come to a future meeting to discuss. PASSED, without negative vote.

D. **Consider Requests from Lions Club & Historical Society for Donation:** Letters from the Lions Club and the Historical Society requesting funds were read.

- MOTION (Jenkins/Wilhelm) directing a letter be sent to both organizations stating that due to budget constraints, the Village is no longer able to contribute to these worthy causes. The Board wanted to express their gratitude to these organizations for all they give to the community. PASSED, without negative vote.

E. **Set Date for Open Book and Board of Review:**

- MOTION (Strasburg/Mattoon) setting the 2016 Open Book as June 20 from 4:00 p.m. to 6:00 p.m. and the Board of Review as June 20 from 6:00 p.m. to 8:00 p.m. PASSED, without negative vote.

F. **Consider Capital Equipment/Repairs Plan:** The Board again reviewed the plan trying to determine if they wanted to make any adjustments. No action taken.

G. **Consider Capital Equipment/Repairs: Replacement of Village Hall Doors:** Discussion took place, but no action taken.

16. Adjourn:

- MOTION (Jacobson/Steinke) @ 9:15 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer