

*Village of Fall Creek*  
*Minutes of Regular Village Board Meeting*  
*April 10, 2017*

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: Village President Chester Goodman, Trustees Tina Jacobson, Bob Jenkins, Matt Mattoon, Wayne Steinke, Karen Strasburg, Dane Zook. Members Absent: None. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: Tami Davis, Brian Steinke, and Brian Sheridan from the Augusta Area Times.
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 (Mattoon/Steinke) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes**
  - MOTION (Steinke/Strasburg) to approve the 3/13/17 Regular Board, 3/20/17 Special Board, 3/22/17 Community & Economic Development Committee, 4/3/17 Special Board meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** None.
8. **Correspondence:** Information was read regarding: invitations to workshops and legislative events, thanks from the school for use of village hall for their art show, letter promoting the "Fish Fall Creek" event coming up on the first Saturday in June.
9. **Budget Comparison Report/Financial Considerations:**
  - MOTION (Zook/Jacobson) to approve the 3/31/17 Budget Comparison Report and the Clerk-Treasurer's Monthly Report. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Goodman-yes.
10. **Consider Bills:**
  - MOTION (Mattoon/Zook) to approve bills #23488-23536, V17087-17118. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Goodman-yes, Jacobson-yes.
11. **Scheduled Speakers/Issues of Interest**
  - A. **Consider Rental Agreement and Crop Plan for Re-Rental of Land the Village Rents from Doug Raether (Near Well #2):** Brian Steinke addressed the Board with questions regarding his rental agreement for land near well #2. He had desired to put corn on the section closest to the well this year (Section 1B on his crop plan map). The Board explained that due to concern over the nitrates, they made a motion at the 3/20/17 meeting not allowing nitrogen application on all the sections abutting Randall Road. Consequently, Brian decided to plant beans on that section, but felt unsure of the yield he would get. He asked for the Board's consideration that the rent be reduced if the yield is not satisfactory.
    - MOTION (Mattoon/Zook) to work with Brian Steinke regarding the rental cost for the 13-acre section closest to the well (Section 1B). The rental for the other acres shall remain the same as last year at \$125 per acre, but the motion leaves the possibility open to adjust the rent for Section 1B based on the yield. PASSED, roll call vote: Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-yes.

- MOTION (Mattoon/Zook) setting the rent payment schedule for this year as half the rent due by May 1, the second half due by November 1 so that Brian Steinke can determine the yield on Section 1B. PASSED, without negative vote.

**B. Pat Crownhart or Tamara Davis, Request to Amend Ordinance For the Hours of Sale of Liquor & Beer:** Tamara Davis addressed the Board requesting extension of the hours they could sell beer. As State Statutes establishes hours of sales but allows municipalities to set more restrictive hours in some cases, legal clarification will be researched.

- MOTION (Mattoon/Steinke) to prepare an ordinance amendment allowing the extended hours, but not to conflict with State Statutes. PASSED, without negative vote.

## 12. Police Department

**A. Monthly Report:** Police Chief Chad Dachel presented the monthly report for cases/calls for service.

## 13. Public Works Department

**A. Monthly Report:** Public Works Director Bryan Kaatz presented the monthly report on the public works and utility departments.

**B. Update on Possible Well #3 Site, Including Site Restoration Plan Due to Contractor Damage:** Public Works Director Kaatz notified the Board that digging for the second test well is expected to begin next week - they have been waiting for the ground to dry out. Also, the property owner was approached by a student looking to do an Eagle Scout project who is interested in restoring the site back to prairie grass. This could mean the Village would have less restoration to do at the site. Kaatz will check with the student to get more details.

## 14. Committee Reports

### A. Community & Economic Development

#### 1. Letter Promoting Village to Area Realtors:

- MOTION (Mattoon/Steinke) approving the draft letter and directing we move ahead and send the promotional letters to area realtors. PASSED, without negative vote.

**2. Informational Flyer/Newsletter:** Committee Chairperson Dane Zook reported on printing costs and options for a village newsletter. He proposed starting with a quarterly timeframe. Discussion took place regarding whether there should be sponsorship or if that was opening up a possible difficulty with the first amendment law.

- MOTION (Mattoon/Steinke) to proceed with the first newsletter, to bring a draft copy before the Board for approval, and to allow the opportunity for sponsorship. PASSED, without negative vote.

President Goodman wanted it stated that the Board should proceed with caution on any "sponsorship" aspect, because it could cost more than it saves, if any legal complications would surface.

#### 3. Keller Park Bandstand Project:

- MOTION (Zook/Mattoon) per the committee's recommendation, to allow the Lion's Club to take the lead on this project. PASSED, without negative vote.

**4. Establishment of Fund to Raise Money for Special Village Projects & Park Improvements:** Committee Chairperson Zook reported that research is still being done.

#### 5. Review of Memorandum Written by Village Attorney re: Group Homes:

- MOTION (Mattoon/Zook) to close the review of the memorandum from the village attorney; no ordinance change at this time per the recommendation of the committee. PASSED, without negative vote.
- 6. Request to Join WI Independent Assessing Officers Association:**
- MOTION (Steinke/Mattoon) to not join the association. PASSED, without negative vote.
- B. Finance & Personnel:** President Goodman reported the committee will be meeting soon to work on establishing an employee annual review process and other employee related items.
- C. Parks & Recreation**
- 1. Discuss Development of Municipal Strategy for Managing Emerald Ash Borer (EAB), Including Review of Bid for Removal of Trees:** Committee Chairperson Matt Mattoon reported there will be a committee meeting soon to continue work on the EAB Strategy and other park related items. The tree inventory performed by college forestry teacher Rita Koch shows there are 30 ash trees on village property. Mattoon prefers removing the trees throughout a 6 year period. As reported in the 3/13/17 minutes, Public Works Director Bryan Kaatz met with Ms. Koch and has decided on 6 trees (4 ash and 2 other damaged trees) that he recommends be removed in 2017. Mattoon reported the Lions Club is interested in helping with tree replacement; the Boys & Girls Scouts have been contacted as well.
- MOTION (Strasburg/Steinke) to take six trees out this year as recommended and to approve the bid from Schafer Tree Service to do so, at a cost of \$1925. Work with continue for determining the plan for future years. PASSED, roll call vote: Steinke-yes, Strasburg-yes, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-no, Mattoon-yes.
- 2. Consider Summer Rec Program, Including Hiring Ballfield Caretaker:**
- MOTION (Steinke/Mattoon) authorizing the advertising and hiring of a summer rec ballfield caretaker, per the discretion of the Public Works Director. Wage shall be \$8.41 per hour. PASSED, roll call vote: Strasburg-yes, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes.
- D. Public Property & Health**
- 1. Discuss Village Hall Space Considerations, Including Upgrade of Hall Kitchen:** Committee Chairperson Karen Strasburg reported on some items she would like updated and asked how much money would be allowed for such purposes. Trustee Dane Zook also requested an upgrade to the Hall kitchen. President Goodman requested the committee put a list together of the hall needs so the projects can be prioritized.
- MOTION (Mattoon/Steinke) to approach the library asking them to work on removing their items from the back storage room, so the area can be cleaned and upgraded for public use. PASSED, without negative vote.
- E. Public Safety:** No report.
- F. Public Works & Streets/Sidewalks:** No report.
- 15. General Business**
- A. Ordinances: Consider 1st Reading of Amendment to §2-1.D. Annexations:**
- MOTION (Mattoon/Jacobson) to hold the first reading amending §2-1.D.. The amendment makes clerical corrections to the 3/7/2007 ordinance annexing the seepage cells. PASSED, without negative vote.
- B. Consider Request for Training:**
- MOTION (Mattoon/Steinke) granting the training request of Renee Roemhild to attend the League of Wisconsin Municipalities Clerks, Treasurers, & Finance Officers

Institute in Stevens Point from June 21-23; cost is \$110 plus standard lodging, mileage, and meal expenses. PASSED, roll call vote: Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes.

**C. 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, Discuss Prospective Developer's Agreement. At the End of the Closed Session, the Board Will be Going into Open Session to Conduct Further Business.:**

- MOTION (Steinke/Mattoon) @ 8:50 p.m. PASSED, roll call vote: Goodman-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes.

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

- MOTION (Mattoon/Jacobson) @ 9:00 p.m. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Goodman-yes. No matters discussed in open session.

**E. Consider Committees, Possible Reorganization:** President Goodman stated he would like to 1) make all committee appointments be due in April of each year, and 2) combine the Blue Ribbon Implementation Committee and the Keller Park Design Committee, renaming it to the Blue Ribbon Community Design & Implementation Committee

- MOTION (Mattoon/Steinke) combining committees as suggested and renaming it to the Blue Ribbon Implementation & Design Committee. PASSED, without negative vote.
- MOTION (Mattoon/Steinke) changing the date for all committee appointments to the April Village Board meeting. PASSED, without negative vote.

**F. Consider Appointments: Fall Creek Area Fire District Village Appointee, Plan Commission, Zoning Board of Appeals, Library Board, Police Committee, Village Board Standing Committees:** President Goodman appointed the following:

**Finance & Personnel**

Chester Goodman, ex officio Chair  
Tina Jacobson, Chairperson  
Wayne Steinke  
Dane Zook

**Parks & Recreation**

Matt Mattoon, Chairperson  
Bob Jenkins  
Wayne Steinke

**Public Property & Health**

Karen Strasburg, Chairperson  
Bob Jenkins  
Dane Zook

**Public Safety**

Bob Jenkins, Chairperson  
Tina Jacobson  
Matt Mattoon

**Public Works/Streets & Sidewk**

Wayne Steinke, Chairperson  
Tina Jacobson  
Karen Strasburg

**Community & Economic Dev**

Dane Zook, Chairperson  
Karen Strasburg  
Matt Mattoon

**Fall Creek Area Fire District (3-year term appointment, commencing at April Board Meeting, term expiring 2020)**

Norm Brunkow

**Plan Commission (3-year term appointment, commencing at April Board Meeting, term expiring 2020)**

Tom Williamson  
Jeff Ballentine

**Plan Commission (1-year term appointment, commencing at April Board Meeting, term expiring 2018)**

Dane Zook, Village Board Rep

**Zoning Board of Appeals (3-year term appointment, commencing at April Board Meeting, term expiring 2020)**

Dale Reetz

Gwen Hoekstra

Kevin Dallas, Alternate

Val Beranek Callahan, Alternate

**Library Board (3-year term appointment, commencing at April Board Meeting, term expiring 2020)**

Tanya Roberts

- MOTION (Jenkins/Steinke) to confirm the above appointments. PASSED, without negative vote.

**G. Consider Resolution Designating Public Depositories & Authorizing Withdrawal of Village Moneys:**

- MOTION (Mattoon/Jacobson) adopting RESOLUTION #2017-0410A designating depositories and authorizing withdrawal of village moneys. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Goodman-yes.

**H. Administer Oath of Office to Newly Elected Board Members:** Clerk-Treasurer Roemhild administered the oath of office to the newly elected board members.

**16. Adjourn:**

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

Renee Roemhild, Clerk-Treasurer