

*Village of Fall Creek*  
*Minutes of Regular Village Board Meeting*  
*December 11, 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, Dane Zook. Members Absent: Trustee Karen Strasburg. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: Brian Sheridan of *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:** Trustee Bob Jenkins believed that a motion and a roll call vote was missing in the minutes. There is no documentation of that.
  - MOTION (Zook/Mattoon) to approve the 11/13/17 Regular Board, 11/27/17 Special Board, 12/4/17 Finance Committee meeting minutes, as printed. PASSED, without negative vote.
7. **Citizen Input:** None.
8. **Correspondence:**
  - A thank you from Jack Halbleib for the Village Board paying for the water lateral replacement at 344 W Lincoln Ave, appreciating the integrity of the Board to stand up and replace the faulty workmanship of the contractor.
  - The Fall Creek Foundation has awarded the Village a \$500 grant to pay for costs for the Village newsletter.
  - Request from National School Choice Week (NSCW) to adopt a proclamation supporting their cause.
    - MOTION (Steinke/Zook) to deny their request for a proclamation. PASSED, voice vote with Goodman and Mattoon voting no.
9. **Budget Comparison Report/Financial Considerations:**
  - MOTION (Mattoon/Steinke) to approve the 11/30/17 Budget Comparison Report and the Clerk-Treasurer's Monthly Report. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Zook-yes, Goodman-yes.
10. **Consider Bills:**
  - MOTION (Mattoon/Jacobson) to approve bills #23920-23958, V17388-17423. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Steinke-yes, Zook-yes, Goodman-yes, Jacobson-yes.
11. **Police Department**
  - A. **Monthly Report:** Police Chief Dachel presented the monthly report of cases/calls for service. Dachel also reported that part-time officer Alec Schweinfus resigned so the department will be looking at hiring again.
  - B. **Consider Dangerous Dog Ordinance Enforcement:** Chief Dachel reported on problems with a dangerous dog running loose, attacking other dogs and scaring citizens. The police department has cited the owner four times and also sent a letter telling the owner to remove the dog from the village. The owner is not complying.

- MOTION (Steinke/Mattoon) directing a certified letter be sent to the owner and the mother (residence where the dog is kept) stating that if the dog is not removed in three days, the Village will confiscate the dog. PASSED, without negative vote.

**C. Consider Agreement with Eau Claire County Humane Association:**

- MOTION (Mattoon/Jacobson) approving the 2018-2019 Municipal Control Agreement with the Eau Claire County Humane Association. PASSED, without negative vote.

**D. Consider Bartender Operator License Applications:**

- MOTION (Jenkins/Mattoon) granting a bartender operator license for the remainder of the 2017/2018 license year to Benjamin Grohn. PASSED, without negative vote.

**12. 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 Well #3 & #4 Project:** Director Kaatz reported they are still working on various processes to develop Well #3 to get a higher pumping capacity.

**C. Update on Rental of Land from Doug Raether near Well #2:** Kaatz reported Doug Raether contacted the Village to inform us that someone else requested rental of his land for 2018. He agreed, and therefore will not be renting to the Village.

**D. Consider Quote for Village Hall Roof Repair:** A quote from Miller's Roof Coatings was reviewed.

- MOTION (Jenkins/Mattoon) directing PWD Kaatz look further into the replacement product - getting testimonials, warranty information, and inquiring if the company has adequate insurance. PASSED, without negative vote.

**13. Committee Related**

**A. Community & Economic Development**

**1. Recognition for Efforts to Enhance Community:** Committee Chairperson Dane Zook thanked Bret Luedtke for the great welcome signs on the north and south entrances to the Village. Zook thanked the Police Department and the Clerk's Office for their continued work to make sure property owners comply with the public nuisance ordinances.

**2. Deadline for Submitting Articles for the Next Newsletter:** Zook stated the deadline for those wishing to contribute articles for the newsletter is December 15.

**3. Distribute Information Requests from Village Listening Forums:** Zook distributed the items for consideration compiled from citizen requests made at the listening forums. The pertinent committee or staff personnel will address the items as able. Any items requesting Board action will be brought back to the Board at a later date.

**B. Finance & Personnel**

**1. Consider Budget Options/Strategic Financial Planning, Including Possible Amendment to 2018 Budgets and Possible Extra Payment on Debt Service:**

President Goodman reported on the recommendations from the 12/4/17 Finance Committee meeting. Because the Sewer Fund's debt after building the Wastewater Treatment Plant (WWTP) has been such a burden to the Utility and the resulting high water/sewer rates may have adversely impacted the Village's economic growth, the Committee sought a strategy to create some relief to this problem. Hence, the Committee looked at all Village loans in totality, rather than looking at them individually by fund. The rationale was that whether the loan was related to the General Fund (GF), Water Fund (WF), or Sewer Fund (SF), the debt service costs in the major accounting groups greatly affect all residents. Due to the GF paying off some loans, it was now in the position to assist the SF with its debt service. In an effort to find as much of a solution as possible, the Committee also reviewed the 2018 GF budgets for any areas in which funds could be shifted to use for pay down on the

SF debt. Goodman reiterated how important he felt it was for this and all future Boards to wisely manage the debt resulting from huge capital projects such as the WWTP.

- MOTION (Mattoon/Zook) approving the committee's recommendation listed as #1 & #2 in the 12/4/17 minutes (General Fund assist the Sewer Fund with an annual subsidy payment of \$50,000 to be used yearly to make an additional payment to the State Trust Fund on the \$700,000 Utility Revenue Debt for the WWTP. Once the \$700,000 loan is paid off, the subsidy money and retired debt service money shall be placed in a designated savings account to prudently prepare for the future WWTP replacement needs). PASSED, Mattoon-yes, Steinke-yes, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-no.
- MOTION (Mattoon/Jacobson) approving the committee's recommendation listed as #3 in the 12/4/17 minutes (Designate the Sewer Fund savings realized due to loan refinancing to be used yearly as an additional payment on the \$700,000 loan. Once the loan is paid off, the money shall be placed in a designated savings account for the future WWTP.) PASSED, Steinke-yes, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-no, Mattoon-yes.
- MOTION (Mattoon/Zook) to amend the 2018 budgets as follows:

General Fund Budget

110-51600-780	Hall-Mntce, Repairs, Misc	Decrease	500	to	500
110-51600-790	Hall-Alternating Expense	Decrease	500	to	500
110-51601-000	Reimb-Hall & Office	Increase	250	to	-3,150
110-52150-190	Squads-Gas	Decrease	300	to	5,200
110-52150-400	Squads-Oil Change/Minor Repair	Decrease	100	to	500
110-52150-790	Squads-Alternating Periodic Exp.	Decrease	300	to	1,800
110-52160-790	P.D. Admin-Alternating Exp.	Decrease	200	to	300
110-52190-100	Police-Training Expenses	Decrease	300	to	800
110-52190-790	Police-Equip Alternating Exp	Decrease	100	to	750
110-53240-190	Trucks-Gas/Diesel	Decrease	1,500	to	8,000
110-53240-200	Trucks-Service, Oil, Filters	Decrease	700	to	800
110-53240-300	Trucks-Repairs & Misc.	Decrease	1,000	to	4,000
110-53241-000	Reimb-Trucks, Other Vehicles	Increase	1,050	to	-4,550
110-56700-100	Econ Dev-Portion ECAEDC	Decrease	1,000	to	500
110-57130-000	Village Share Road Reconstruct	Decrease	4,800	to	8,000
110-57800-000	Transfer to Sewer Fund-Supplement	Increase	10,000	to	10,000

PASSED, roll call vote: Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-no, Mattoon-yes, Steinke-yes.

- MOTION (Mattoon/Zook) establishing RESOLUTION #2017-1211A declaring the Village Board's intent to work aggressively to lower debt service costs, to plan prudently for future capital projects, and encouraging all future Boards to continue on with this financial strategy. PASSED, roll call vote: Goodman-yes, Jacobson-yes, Jenkins-no, Mattoon-yes, Steinke-no, Zook-yes.
- MOTION (Mattoon/Zook) approving the committee's recommendation to make an additional payment in 2018 on the \$700,000 Utility Revenue Debt for the WWTP from the remaining cash in the Debt Service Fund at the end of fiscal year 2017 (after audit), approximately \$40,000. PASSED, roll call vote: Jacobson-yes, Jenkins-no, Mattoon-yes, Steinke-yes, Zook-yes, Goodman-yes.

**2. Consider Village's Policy re: Employee Maternity Leave:**

- MOTION (Mattoon/Steinke) to table until information is received from the Village Attorney. PASSED, without negative vote.

**C. Parks & Recreation**

- 1. Consider Plan for Tree Replacement at Keller Park:** Committee Chairperson Matt Mattoon stated they will continue with the strategy to manage the spread of the

Emerald Ash Borer. The plan is to take down 6 more trees in 2018; they are hoping Xcel Energy will assist in the tree removal.

2. **Consider Summer Rec Program, Including Thank You to Past Coordinator:**
  - MOTION (Mattoon/Zook) to send a thank you to Bobbie Kuehl in appreciation of all of her work for the program. Mattoon stated he would like to add a monetary gift of appreciation, but he understood that would not be possible. PASSED, with Jenkins and Steinke voting no.

Mattoon reported he has put out inquiries for a new coordinator and has met with school personnel that are interested in helping with our program.

**D. Public Property & Health:**

- MOTION (Jacobson/Mattoon) to table items 13.D. 1 & 2. PASSED, without negative vote.

**1. Consider Directional Signage for Park & School**

**2. Consider Signage for Keller Park Pavilions**

**14. General Business**

**A. Consider Village Hall Façade Project, Including Contractor's Pay Request:**

- MOTION (Mattoon/Jacobson) authorizing payment of the final pay request for Dell Construction in the amount of \$4,500. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Steinke-yes, Zook-yes, Goodman-yes, Jacobson-yes.

**B. Consider Agreement with Krause Howard & Company for Audit Services:**

- MOTION (Mattoon/Steinke) approving the agreement with Krause Howard & Company for the audit for year-ended 12/31/17 at a cost not to exceed \$12,100. PASSED, roll call vote: Mattoon-yes, Steinke-yes, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-yes.

**C. Consider Employee Wages for 2018:**

- MOTION (Mattoon/Zook) granting the raises as outlined in the 2018 budget: 1% to full-time employees and part-time police officers. Increases to take effect on the first paycheck issued in the new year. The Library Board determines raises for library personnel. PASSED, roll call vote: Steinke-no, Zook-yes, Goodman-yes, Jacobson-yes, Jenkins-no, Mattoon-yes.

**D. Consider Appointment of Election Officials:** President Goodman appointed the following election officials for the 2018/2019 election cycle.

**Republican:** James Kaatz, Carlton Kangas, Deb Mischke, Sheri Page, Dale Soltwisch, Betty Walter.

**Democrat:** Jane Borofka, Terry Fellenz, Darlene Henrichs, Shirley Rovang, Thelma Schilling.

- MOTION (Jacobson/Zook) confirming the appointments as listed. PASSED, without negative vote.

**16. Adjourn:**

- MOTION (Jacobson/Steinke) @ 8:50 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer