

Village of Fall Creek
Minutes of Regular Village Board Meeting
September 10, 2018

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 Joyce Aldrich, Bob Jenkins, Matt Mattoon, Karen Strasburg, Dane Zook. Members Absent: Trustee Tina Jacobson. 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 (Mattoon/Aldrich) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Mattoon/Aldrich) to approve the 8/8/18 Finance & Personnel Committee, 8/13/18 Regular Board, and 8/29/18 Finance & Personnel Committee meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** Richard Ziemann addressed the Board providing copies of *Municipal Facts* showing spending levels of various communities throughout Wisconsin, stating it may be of help to the Board as they work on the budget. Mr. Ziemann also discussed a concern regarding a residential property owner piping stormwater into the storm sewer system, rather than allowing surface water to filter through the soil and regenerate the groundwater supply. He hoped the Board would not allow this to become a common practice.
8. **Correspondence:** None.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Aldrich) to approve the 8/31/18 Budget Comparison Report and the Clerk-Treasurer's Monthly Report. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.

CT Roemhild presented the updated Capital Projects Plan, providing data on both historical and future proposed projects, as recommended by the Public Works Director. The Plan consists of both a map depicting street and utility work for visual reference, along with the corresponding financial data to give a fuller image of the impact of the projects.

 - MOTION (Mattoon/Aldrich) approving the Capital Projects Plan as updated. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
10. **Consider Bills:**
 - MOTION (Mattoon/Jenkins) to accept the Check Register Report for payment of bills #24411-24453, CC18035-18054, V180297-180340. PASSED, roll call vote: Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Laura Tomcik, Library Director, Update on Library Matters:** Library Director Laura Tomcik talked about the purpose of the library. The library is intended to be a safe space with free access to information, respecting the privacy of patrons, supporting early literacy, and offering educational and recreational programs. Director Tomcik also gave updated statistics on the number of patrons and usage (circulation numbers and program attendance).
12. **Police Department**

- A. **Monthly Report:** Police Chief Dachel presented the monthly report of cases/calls for service.
- B. **Consider 1st Reading of Ordinance to Amend §249-5.C. Parking & Stopping Restrictions, Penalty:** Chief Dachel requested an update to the ordinance regarding the amount that can be charged for a parking citation to make it more relevant to the work involved.
 - MOTION (Jenkins/Strasburg) to hold the first reading of above ordinance. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

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 Well #3 & #4 Project, Including Contractor's Pay Request & Change Orders:**
 - MOTION (Jenkins/Aldrich) to approve the pay request of Springlake Contracting for Pumphouse #3 General & Mechanical in the amount of \$62,701.10. PASSED, roll call vote: Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes.
 - MOTION (Jenkins/Mattoon) approving Change Order #1 with CTW Corporation for changing of the submersible well pump from Wilo brand to Grundfos brand. PASSED, roll call vote: Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes.
 - MOTION (Mattoon/Jenkins) to table consideration of Change Order #2 with Springlake Contracting for rain gutters in the amount of \$861. PASSED, without negative vote.
 - MOTION (Mattoon/Aldrich) approving Change Order #1 with Winona Mechanical (demolition of pumphouse #2 part of the project) to relocate a hydrant at the intersection of Randall & Wisconsin in the amount of \$2,476.91. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
- C. **Consider Letter from Developer re: Pedestrian Pathway in Crystal Creek Subdivision:** President Goodman read a letter from Michael Benrud regarding the pedestrian pathway that should have been constructed in the Crystal Creek Subdivision. Clerk-Treasurer Roemhild read the minutes from the 2/14/05 & 3/17/05 minutes stating the bike trail/pedestrian trail should be put in, with the developer paying the cost of the gravel and the Village paying the cost of the blacktop. Michael Benrud did pay for the gravel, but the pathway was not constructed.
 - MOTION (Jenkins/Strasburg) authorizing the Public Works Director to get estimates to get the pathway constructed in 2019. PASSED, without negative vote.
- D. **Consider Capital Road Construction Project: McKinley Ave:**
 - MOTION (Mattoon/Aldrich) authorizing Village Engineer Mike Davy to contact Rural Development to see if the Village would qualify for funding for the McKinley Avenue project. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
- E. **Consider Winter Parking Regulations with Regards to Snow Plowing:** PWD Kaatz requested the Village go back to the winter parking regulations we had in the past because of safety issues; snowplowing is difficult when cars are not removed.
 - MOTION (Jenkins/Mattoon) to prepare a first reading for an ordinance amendment. PASSED, without negative vote.

14. Committee Related

A. Community & Economic Development

1. **Newsletter Deadline:** Deadline to submit articles for the newsletter is October 15.

2. Upcoming Meetings: Will be meeting on September 13th with area businesses to discuss forming a Chamber of Commerce or a business association; working on a meeting with prospective developers, realtors, home builders; date for listening/community input forum will be set soon.

B. Finance & Personnel: Working on the budget; will be working on employee reviews.

C. Parks & Recreation: Music in the Park has been received well.

D. Public Property & Health: New welcome baskets are being put together this week to be given to new homeowners. The volunteer projects sponsored by Schuman Cheese were a great success.

15. General Business

A. Consider Training Request:

- MOTION (Mattoon/Strasburg) to allow Clerk-Treasurer Renee Roemhild to attend the Wisconsin Economic Development Association fall conference in Green Bay at a cost of around \$600 for the conference fee, lodging, etc. PASSED, roll call vote: Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.

B. Consider Request for Use of Village Parking Lot for FC Fall Merchant Festival:

- MOTION (Mattoon/Aldrich) granting the request to use the village parking lot for the FC Fall Merchant Festival. PASSED, without negative vote.

C. Update on Schuman Cheese Volunteer Projects: The generous offer from Schuman Cheese to pay some of their workers to do volunteer work in the Village for a three-week period went very well. So many projects were completed: painting and new ceiling tiles at Village Hall and the Clerk's Office, yardwork and painting at the parks, work at the schools, assistance with the *Meals on Wheels* program, yardwork at the cemetery, etc. Along with the fantastic offer of the volunteer labor, a private resident generously donated funds to pay for paint, project supplies, and updated wall décor in the Clerk's Office. Four team leaders and countless other volunteers from the Village worked together to make this endeavor a huge success. The Board expressed great thanks to all involved, and especially to Schuman Cheese for creating this opportunity for so much good to be accomplished in the Village.

- MOTION (Jenkins/Mattoon) to complete the update to the Clerk's Office that was started with the volunteer projects by getting new countertop for the Clerk's Office at a cost not to exceed \$1,000. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

D. Consider Bartender Operator License Application:

MOTION (Jenkins/Mattoon) granting a bartender operator license for the remainder of the 2018/2019 license year to Samantha Miller. PASSED, without negative vote.

16. Adjourn:

- MOTION (Jenkins/Mattoon) @ 8:00 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer