

Village of Fall Creek
Minutes of Public Hearing & Regular Village Board Meeting
November 12, 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: Trustees Joyce Aldrich, Tina Jacobson, Bob Jenkins, Matt Mattoon, Karen Strasburg, Dane Zook. Members Absent: Village President Chester Goodman. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: 3 citizens.

In the absence of the President, the first order of business was to nominate a meeting chairperson.

- MOTION (Zook/Aldrich) nominating Matt Mattoon. PASSED, without negative vote.
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 (Jenkins/Jacobson) to adopt the agenda as printed. PASSED, without negative vote.
 6. **Act on Minutes:**
 - MOTION (Jenkins/Aldrich) to approve the 10/8/18 Regular Board, 10/23/18 Plan Commission, 10/23/18 Finance & Personnel Committee, 11/5/18 Special Board, 11/6/18 Community & Economic Development Committee and 11/7/18 Community & Economic Development Committee meeting minutes. PASSED, without negative vote.
 7. **Citizen Input:** A citizen questioned the winter street parking regulations. Trustee Mattoon explained that item will be talked about later in the meeting.
 8. **Correspondence:** Information was read regarding West Central WI Regional Planning Commission's Open House on November 14 regarding an EC County Bicycle and Pedestrian Plan.
 9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Zook/Jacobson) to approve the 10/31/18 Budget Comparison Report and the Clerk-Treasurer's Monthly Report. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
 10. **Consider Bills:**
 - MOTION (Jenkins/Jacobson) to accept the Check Register Report for payment of bills #24498-24550, CC18071-18075, V180374-180406. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Jacobson-yes.

11. Scheduled Speakers/Issues of Interest

A. Consider Building Permit Application for Conditional Use Granted at 345 Miami Ave.: The application was reviewed.

- MOTION (Zook/Aldrich) approving the building permit application of Paul Smith as required in the 7/30/18 motion when his conditional use was granted. PASSED, without negative vote.

B. Consider Request of Postmaster Regarding Storm Water Runoff at Post Office:

Postmaster Dan Barile addressed the Board stating there have been 5 falling incidents last winter due to freezing of storm water runoff. He stated he has received funds to remedy the situation and wondered if the Village would allow piping of his storm water into the Village storm water system. Public Works Director Bryan Kaatz responded the distance from the building to the Village's piping may make it cost prohibitive.

- MOTION (Zook/Aldrich) to send the matter to the Public Works Committee for research. PASSED, without negative vote.

12. Police Department

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

B. Consider Bartender Operator License Applications:

- MOTION (Zook/Jenkins) to grant a bartender operator license for the remainder of the 2018/2019 license year to Adrienne Cleveland and Kristie Weiss and to deny the request from Tayllor Rudawski. PASSED, without negative vote but with Jacobson abstaining.

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:

- MOTION (Jenkins/Aldrich) approving the pay request of B&B Electric in the amount of \$17,480 for the *electrical & controls portion* of Well #3/#4 project. PASSED, roll call vote: Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Jacobson-yes, Jenkins-yes.
- MOTION (Jenkins/Jacobson) approving the pay request of Springlake Contracting in the amount of \$41,460.06 for the *general and mechanical portion* of the Well #3/#4 project. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes.

C. Consider 2nd Reading & Possible Adoption of Ordinance to Amend §249-4.D.

Regulation of Streets, Snow Removal:

- MOTION (Jenkins/Jacobson) to hold the second reading and adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. The amendment returns the parking regulations to the ordinance that was in effect a few years ago and does not allow for parking on streets when there is any accumulation of snow from November 1 – March 30. PASSED, roll call vote: Zook-no, Aldrich-yes, Jacobson-yes, Jenkins-yes, Mattoon-no, Strasburg-yes.

D. Consider Upgrade of Lights on Hwy 12 with New Timer for Christmas Lights:

- MOTION (Jenkins/Jacobson) approving updating shoeboxes to LED for street lights. Bid from B&B Electric nets out at cost of \$4690, after Focus on Energy incentives. Motion approves necessary expenses up to \$6,000. PASSED, roll call vote: Aldrich-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes.

E. Award Bid for Rental of Village Land (Water Tower, Seepage Cells, Industrial Park):

- MOTION (Zook/Jacobson) accepting the bid of Aaron Wilhelm to rent the village land (3 parcels of land totaling 20.5 acres near the water tower, seepage cells, and industrial park) for a total cost of \$1,700. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.

F. Consider Updating Informational Sign for Churches at Entrance to Village: The public works department decided they could update the sign themselves.

14. Committee Related

A. Community & Economic Development

a. Report on Open Forum Meetings: Committee Chairperson Dane Zook reported the open forum meetings were beneficial with several topics being discussed.

b. Deadline for Winter Newsletter: Please have articles submitted by December 10.

B. Finance & Personnel

- a. Public Hearing Regarding 2019 Budgets at 7:30 p.m.:** Meeting Chairperson Mattoon opened the public hearing. Clerk-Treasurer Renee Roemhild summarized key points regarding the proposed budgets:

Revenues:

- Approximate 5% increase in the tax levy
 - Still falls within State’s Expenditure Restraint parameters
 - Mostly results from prior years’ increased net new construction (due to the increase in value at the cheese packaging plant)
- Decrease in aid from the State
 - \$1,500 projected decrease in Expenditure Restraint funds
 - \$7,000 projected decrease in Transportation Aids.

Expenditures:

- Basically 2% wage increase for full-time employees, with the Public Works crew also receiving a step-raise to bring them to a comparable level of neighboring municipalities.
- Health insurance premiums increased roughly 16%; employee share of premium then increased to 10% from 9%.
- Commercial insurance premiums stayed relatively even. Noted this will be the last year of the higher experience modifier increase due to the train accident.

No citizen comments. The public hearing was closed at 7:50 p.m.

- b. Consider Adoption of 2019 Budgets:**

- MOTION (Jenkins/Aldrich) to adopt the 2019 budgets as follows:

<u>General Fund</u>			
Revenues		Expenses	
Taxes	472,350	General Government	149,500
Intergovernmental Revenues	338,400	Public Safety	352,100
Licenses & Permits	6,450	Public Works	199,050
Fines, Forfeitures & Penalties	2,200	Culture, Recreation, Education	55,100
Public Charges for Services	10,200	Conservation & Development	1,700
Misc. Revenues	7,350	Capital Outlay	79,500
Other Financing Sources	0	Other Gen Fund Exp.	0
Total Revenues	836,950	Total Expenses	836,950
<u>Special Revenue Funds</u>			
Revenues	106,850	Expenses	106,150
<u>Debt Service Funds</u>			
Revenues	435,750	Expenses	435,750
<u>Capital Projects Funds</u>			
Revenues	940,350	Expenses	1,108,942
<u>Enterprise Funds</u>			
Revenues	639,900	Expenses	707,717

PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Jacobson-yes.

- c. Consider Adoption of Village Levy:**

- MOTION (Jenkins/Aldrich) to set the 2018 levy (to be paid in 2019) for the Village of Fall Creek at \$475,502 (not including the library county levy). PASSED, roll call vote: Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Jacobson-yes, Jenkins-yes.

- d. Authorize Placement of Delinquent Utility, Special Charges, and Special Assessment on Tax Roll:**

- MOTION (Strasburg/Jacobson) authorizing the Clerk-Treasurer to place the delinquent utility, special charges, and special assessment charges on the tax roll.

PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes.

e. Consider County Recycling Special Charges for Tax Roll:

- MOTION (Strasburg/Jacobson) approving a recycling charge of \$12.00 per single-family home, duplex, triplex, and four-plex, as requested by the Eau Claire County Planning & Development. PASSED, without negative vote.

f. Consider Motion Regarding Health Insurance Renewal:

- MOTION (Jenkins/Jacobson) approving the renewal of health insurance Silver #3 HDHP Plan with Group Health Cooperative. PASSED, without negative vote.

g. Consider Amendments to Personnel Policy:

- MOTION (Zook/Aldrich) approving changes to the Personnel Policy as recommended by the committee, basically adding compensation for an eligible employee opting-out of the health insurance benefit and moving the paragraph addressing the part-time police officer employment agreement to Section 14.M. PASSED, roll call vote: Zook-yes, Aldrich-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes.

C. Parks & Recreation Personnel

a. Consider Treating Trees for Emerald Ash Borer: Committee Chairperson Matt Mattoon requested consideration that the remaining 22 ash trees left in Keller Park be treated to prolong their life, while waiting for the new trees to grow to a more noticeable size.

- MOTION (Zook/Jacobson) approving a cost not to exceed \$250 to treat the trees, in hopes of keeping the mature trees longer to beautify the park. PASSED, roll call vote: Aldrich-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes.

b. Consider Music in the Park for 2019 Season:

- MOTION (Strasburg/Zook) to continue with offering Music in the Park events for 2019. PASSED, without negative vote.

D. Public Property & Health Economic Development

a. Consider Christmas Street Decorations Lighting Event: Committee Chairperson Karen Strasburg reported on plans for the lighting event: Tuesday, November 27 at 5:00 p.m. with a short program and refreshments.

- MOTION (Zook/Aldrich) approving the plan and authorizing expenses up to \$25. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.

E. Public Safety: No report.

F. Public Works & Streets/Sidewalks: No report.

15. General Business

A. Consider Appointments: Plan Commission Replacement: Tabled.

16. Adjourn:

- MOTION (Jacobson/Aldrich) @ 8:20 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer