

Village of Fall Creek
Minutes of Regular Village Board Meeting
April 8, 2019

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: Tina Jacobson. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: Chris Straight, Charlene Conradi, Mark Vinall, two citizens. Arriving Later: Incoming Trustee Tim Raap.
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 local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Mattoon/Aldrich) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Zook/Mattoon) to approve the 3/8/19 Community & Economic Development Committee, 3/11/19 Regular Board, and 3/28/19 Public Hearing & Plan Commission meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** None.
8. **Correspondence:** None.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Aldrich) to approve the 3/31/19 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.
10. **Consider Bills:**
 - MOTION (Mattoon/Strasburg) to accept the Check Register Report for payment of bills #24740-24782, V19069-19093. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Consider Resolution re: Fall Creek's Adoption of Eau Claire County Natural Hazards Mitigation Plan:** Senior Planner of West-Central Wisconsin Regional Planning Commission Chris Straight addressed the Board regarding the updated County's multi-hazard mitigation plan. He also provided a review of the types of projects that can be funded with FEMA funds.
 - MOTION (Mattoon/Aldrich) to adopt RESOLUTION #2019-0408A approving an all hazard mitigation plan for the Village of Fall Creek. PASSED, roll call vote: Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.
 - B. **Charlene Conradi, Library Director, Updates on Library Matters**
 - a. **Introduction of New Director:** Charlene Conradi introduced herself.
 - b. **Consider Updates to Children's Space:** Director Conradi reported the previous proposed large capital improvement project has been dismissed. She would like approval for a smaller scale project that would update shelves in the picture book area and include some updated painting. Total cost should not exceed \$2,500.
 - MOTION (Jenkins/Mattoon) approving request for capital updates to the library, as recommended by the Library Board. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

c. **Consider Fire Alarm System:** The current system is outdated, in need of repairs that would cost approximately \$700, and also requires a \$300 annual inspection fee. The library would like to rather consider installing 4 hard-wired smoke detectors with battery backups, at an approximate cost of \$600. President Goodman questioned if research has been conducted regarding a system that automatically alerts emergency services. Conradi said she would check into that and bring the item back for consideration at a later meeting.

C. Mark Vinall of Advanced Disposal, Request Renewal of Garbage Collection

Contract: Mark Vinall addressed the Board requesting renewal of the current contract for garbage and recycling services, stating there has been a change in the recycling market making it more costly for disposal, so he would need to increase fees by \$3 per month on top of the current contract. The Board said he could submit a proposal for review at the next meeting.

D. Consider Letting Bids for Garbage Collection, Singly or In Connection with City of Augusta: No action taken.

E. Consider Sign Permit Application in Downtown Business District @ 102 E Lincoln Ave:

▪ MOTION (Jenkins/Mattoon) approving Loren Duda's request for a sign, as recommended by the Plan Commission. PASSED, without negative vote.

F. Consider Request to Use Ballfield for Fundraising Event:

▪ MOTION (Mattoon/Jenkins) approving request for Cricket Kickoff Kickball Tournament on May 17-18. PASSED, without negative vote.

G. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(g) Conferring with Legal Counsel for the Governmental Body Who is Rendering Oral or Written Advice Concerning Strategy to be Adopted by the Body with Respect to Litigation in Which it is or is Likely to Become Involved. At the End of the Closed Session, the Board Will be Going into Open Session to Conduct Further Business.:

▪ MOTION (Mattoon/Aldrich) at 7:15 p.m. and to invite Bryan Kaatz & Chad Dachel into the closed session. PASSED, roll call vote: Zook=yes, Aldrich=yes, Goodman=yes, Jenkins=yes, Mattoon=yes, Strasburg=yes.

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

▪ MOTION (Jenkins/Mattoon) @ 7:30 p.m. to return to open session. PASSED, Aldrich=yes, Goodman=yes, Jenkins=yes, Mattoon=yes, Strasburg=yes, Zook=yes.

12. Police Department

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

B. Consider Alcohol Beverage License Application, Including Letter Requesting Reduction in the Required Waiting Period:

▪ MOTION (Jenkins/Mattoon) granting a Temporary Class B Retailers License for the Sale of Fermented Malt Beverages to the Fall Creek Lions' Club for the Cricket Kickoff Kickball Tournament on May 17-18, and to grant a reduction in the waiting period to one day as requested. PASSED, without negative vote.

C. Consider Bartender Operator License Applications:

▪ MOTION (Jenkins/Mattoon) granting bartender operator licenses for the remainder of the 2018/2019 license year to Alexis Bonneville, Kayla Ruff, Kylie Schacht, Lucas Johnson, John Elkins Jr., and Marcus Wahleithner. PASSED, without negative vote.

D. Consider Public Nuisance Properties: Chief Dachel discussed the enforcing of the public nuisance ordinances.

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:** No action.
- C. **Consider McKinley Ave Reconstruction Project, including Possible Acceptance of Rural Development Financing Package and Letter of Conditions for McKinley Avenue, Painting of Water Tower, and Klingbeil Lift Station Projects:** President Goodman reported we received notification of award of a financing package from USDA Rural Development for the McKinley Ave project, painting of the water tower, and repairs or replacement of the Klingbeil lift station. The projects costs are separated into the following categories.

Water	Sewer	Total
Loan - \$538,000	Loan - \$433,000	Loan - \$971,000
Grant - <u>\$349,000</u> 39%	Grant - <u>\$211,000</u> 32%	Grant - <u>\$560,000</u> 36%
\$887,000	\$644,000	\$1,531,000

The loan money must be spent before any grant money is received, so if the bids come in low, it's possible that all grant money would not be received.

- MOTION (Mattoon/Zook) approving the letter of conditions with Rural Development and to proceed with the 2019-2020 projects. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
 - MOTION (Strasburg/Mattoon) authorizing Village President Chester Goodman to complete any necessary forms with Rural Development and sign any necessary paperwork. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
 - MOTION (Mattoon/Aldrich) as discussed at the 3/7/19 Finance/Personnel Committee meeting, motion to reduce the property owner share of street costs for the McKinley Avenue project by 7% because this project is unique in that it has varying street widths, which result in additional non-standard project costs. Other assessable items will be cost-shared per the Village's standard assessment policy. PASSED, roll call vote: Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.
- D. **Consider Upgrade to Keller Park Well:** PWD Kaatz reported on the issues that need to be addressed with the well at Keller Park.
- MOTION (Mattoon/Aldrich) to contract with CTW Corporation to make the necessary repairs, at a cost not to exceed \$3,000. Expense shall be paid for from the CER fund. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

14. Committee Related

A. Community & Economic Development

- a. **Report on EC County Ag Ordinance Review Special Committee:** Committee Chairperson Dane Zook reported on attending the County Ag Ordinance Review Special Committee meetings related to the Large-Scale Livestock Moratorium. The Village will establish a memorandum of understanding stating that we will maintain local codes that will be in conjunction with State regulations, County codes, and Conservation Department guidelines and enforcement.
- b. **Consider Creation of a Project Wish List for Possible Volunteer Help:** Zook presented a list that could be used if we receive requests offering volunteer help.

B. Finance & Personnel

- a. **Consider 2nd Reading and Possible Adoption of the Special Assessments Policy and Amendments to Village Code Chapter 206 Public Improvements:**
 - MOTION (Mattoon/Aldrich) to hold the second reading and adopt the above ordinance amendment, basically reducing the property owner cost share from

66% to 50% for street, sidewalk, driveway approaches, curb and gutter expenses and specifying that corner lots shall be assessed the standard amount for the longer side and 50% of the standard amount for the shorter side. PASSED, without negative.

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

- MOTION (Jenkins/Mattoon) adopting RESOLUTION # 2019-0408A designating public depositories and authorizing withdrawal of Village moneys. PASSED, roll call vote: Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes.

C. Parks & Recreation

a. Consider Summer Rec Program, Including Procedure for Coaches:

- MOTION (Jenkins/Mattoon) establishing the procedure for selection of coaches to be at the discretion of the Summer Rec Coordinator, including his review of the Wisconsin Department of Justice criminal background checks. PASSED, without negative vote.

D. Public Property & Health: No report.

E. Public Safety: No report.

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

15. General Business

A. Consider First Reading of Amendments to Various Village Ordinances

a. Zoning § 268-79 through 91 Wellhead Protection:

- MOTION (Jenkins/Mattoon) to hold the first reading, basically updating the wellhead protection areas to eliminate the area next to Well #2 which has been removed, and add the area of Well #3 & #4. PASSED, without negative vote.

b. Zoning § 268-46 through 56 Wireless Telecommunications Facilities/Mobile Tower Siting Regulations:

- MOTION (Mattoon/Jenkins) to hold the first reading, basically repealing & recreating mobile tower siting regulations. PASSED, without negative vote.

c. Zoning § 268-43.B. Signs:

- MOTION (Jenkins/Mattoon) to hold the first reading, basically including Zoning District R5 in the sign ordinance. PASSED, without negative vote.

d. Zoning § 268-12.B. Fences:

- MOTION (Mattoon/Aldrich) to hold the first reading, basically adding regulations for fences in agricultural districts. PASSED, without negative vote.

e. Zoning § 268-24.A. Downtown Business District:

- MOTION (Strasburg/Mattoon) to hold the first reading, basically creating a new district in the downtown area. PASSED, without negative vote.

f. Zoning § 268-3. Definitions, Adult Day Care Facility:

- MOTION (Mattoon/Aldrich) to hold the first reading, basically creating the definition. PASSED, without negative vote.

g. Zoning § 268-23 R2 and R3 District, Adult Day Care Facility as Conditional Use:

- MOTION (Mattoon/Aldrich) to hold the first reading, basically establishing adult day care facilities as a conditional use in R2 & R3 districts. PASSED, without negative vote.

h. Appendix §A300-6 through A300-9 Sections of Engineering Standards:

- MOTION (Jenkins/Mattoon) to hold the first reading, basically adding tracer wire to the appropriate sections of the Engineering Standards ordinance. PASSED, without negative vote.

B. Consider Appointments: Standing Committees, Special Committees, Plan Commission Replacement: President Goodman appointed the following:

Village of Fall Creek Regular Board Meeting Minutes

Village Board Standing Committees

Community & Economic Dev

Dane Zook, Chairperson
Karen Strasburg
Matt Mattoon

Finance & Personnel

Chester Goodman, ex officio Chair
Tim Raap, Vice Chair
Joyce Aldrich
Dane Zook

Parks & Recreation

Matt Mattoon, Chairperson
Bob Jenkins
Joyce Aldrich

Public Property & Health

Karen Strasburg, Chairperson
Bob Jenkins
Dane Zook

Public Safety

Bob Jenkins, Chairperson
Tim Raap
Matt Mattoon

Public Works/Streets & Sidewalk

Joyce Aldrich, Chairperson
Tim Raap
Karen Strasburg

Other Committees

Plan Commission

(3-year terms)

Chester Goodman
Curt Strasburg

Plan Commission

**Village Board Representative
(1-year term)**

Dane Zook

Plan Commission

(to complete Jeff Ballentine term)

Dale Reetz

FC Are Fire District

(3-year term)

Wayne Grosskopf

Zoning Bd of Appeals

(3-year term)

John Kuehn

Police Committee

(5-year terms)

Wayne Webster
Wayne Steinke

FC Library Board

(3-year terms)

Herb Ruscin
Felicia Erickson

- MOTION (Jenkins/Mattoon) approving the appointments. PASSED, without negative vote.

C. Administer Oath of Office to Newly Elected Board Members: Clerk-Treasurer Renee Roemhild administered the oath of office to Village President Chester Goodman, Village Trustees Bob Jenkins, Matt Mattoon, and Tim Raap.

16. Adjourn:

- MOTION (Jenkins/Mattoon) @ 8:35 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer