

Village of Fall Creek
Minutes of Regular Village Board Meeting
May 13, 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, Tim Raap, Karen Strasburg, Dane Zook. Members Absent: None. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: 8 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 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 (Mattoon/Aldrich) to approve the 4/8/19 Regular Board, 4/24/19 Public Works Committee, and 4/26/19 Finance & Personnel Committee meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** Vern Ming addressed the Board with concerns over what he considered a public nuisance. Richard Ziemann addressed the Board encouraging them to read the Municipality magazine, to discuss items fully before acting on them, and he also complained about the publication for objectionable weeds. Dave Ross addressed the Board requesting ideas for projects the 6th graders to do for the Village, either now or in the future.
8. **Correspondence:** President Goodman read information regarding the upcoming Local Government Center's Town Official Workshops.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Zook) to approve the 4/30/19 Budget Comparison Report and the Clerk-Treasurer's monthly report. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
10. **Consider Bills:**
 - MOTION (Mattoon/Aldrich) to accept the Check Register Report for payment of bills #24783-24838, CC19006-19032, V19094-19132. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Consider Kelley Gustaveson Preliminary Plat for Subdivision of Land related to 628 S State Street:**
 - MOTION (Jenkins/Mattoon) approving the preliminary plat, as recommended by the Plan Commission. PASSED, without negative vote.
 - B. **Sarah Gilbert, Local Business Owner Offering Business Development Ideas:** Ms. Gilbert relayed ideas for several free public events she would like to coordinate, such as yoga in the park, a family chalk fest, etc. The Board responded they were in favor of such activities that would bring more people into the Village and promote local businesses.
 - C. **Charlene Conradi, Library Director, Updates on Library Matters**
 - a. **Report on New Library Home Delivery Service:** Library Director Conradi described a new service they will be providing to Fall Creek residents that qualify as homebound or licensed childcare providers.

- b. **Consider Fire Alarm System:** Conradi detailed the options researched for the fire alarm system, along with relaying the Library Board's preferred choice.
 - MOTION (Zook/Mattoon) to accept the Library Board's recommendation to have a local electrician install 5 hard-wired smoke detectors for the quoted cost of \$595. PASSED, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.

D. Consider Proposed Three-Year Extension to Existing Solid Waste Collection Agreement:

- MOTION (Jenkins/Aldrich) to deny the request from Advanced Disposal to extend the current contract, as the Finance Committee at its 4/26/19 meeting decided it would be better to let bids for garbage & recycling services. PASSED, without negative vote.

E. Consider Bids for Garbage & Recycling Services: The bids were reviewed. No action was taken.

- MOTION (Mattoon/Raap) to table to allow time for further review. PASSED, without negative vote.

F. Norm Brunkow, American Legion re: Veteran's Memorial: Public Works Director Bryan Kaatz relayed Norm Brunkow's request for removal of trees and his updated plan since he presented at the 4/9/18 Village Board meeting.

- MOTION (Jenkins/Mattoon) authorizing the removal of the requested trees, including the contractor taking away the brush and wood, with the Village paying the cost. PASSED, roll call vote: Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

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 (Jenkins/Aldrich) granting a bartender operator license for the remainder of the 2018/2019 license year to Katie Lighthizer and Mackenzie Walker. PASSED, without negative vote.

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 Rural Development Projects (McKinley Ave Reconstruction, Repainting Water Tower, Klingbeil Lift Station), Including Lincoln Backlots Sewer: PWD Kaatz reported the water tower inspection went well. He also reported that two lots on West Lincoln Ave (113 & 121) have an unusual sanitary sewer hookup situation – the line goes through their back yards rather than their front. He questioned if this should be fixed now and requested to be part of the RD projects.

- MOTION (Jenkins/Mattoon) to direct PWD Kaatz to research options and bring back before the Board, to possibly leave the line in the backyards but replace the main because it's undersized and very old. PASSED, without negative vote.

C. Consider 2/11/19 Motion Regarding Bulk Gas & Diesel Fuel Purchase and Related Liability Insurance: President Goodman reported the insurance company would charge \$500 annually for a pollution liability policy.

- MOTION (Zook/Mattoon) to rescind the motion made on 2/11/19 until complete research can be made to get a better idea of what the estimated savings would be, and to send the matter to Finance Committee for further review. PASSED, voice vote with Jenkins voting no.

14. Committee Related

A. Community & Economic Development: No report.

B. Finance & Personnel

a. Consider Professional Service Agreements Related to the Rural Development Projects to Include Auditing & Accounting Services, Legal Services, Engineering Services, Bond Counsel Services, etc.:

- MOTION (Jenkins/Aldrich) approving the Auditing & Accounting Services Agreement with Clifton, Larson, Allen for 2019 at an amount of \$15,050 plus \$5,000 for a federal single audit, if applicable. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes.
- MOTION (Jenkins/Strasburg) approving the agreement for bond counsel services with Quarles & Brady at an approximate cost of \$8,000 each loan, for both the water and sewer loans with Rural Development, so a total cost of \$16,000. PASSED, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes
- MOTION (Jenkins/Mattoon) approving the Legal Services Agreement with Weld, Riley, S.C. at an hourly charge of \$175/hour. PASSED, roll call vote: Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes.
- MOTION (Jenkins/Aldrich) approving the Agreement Between Owner and Engineer for Professional Services with Davy Engineering at an estimated total of \$307,280. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes.

b. Consider Resolution Authorizing and Providing for the Incurrence of Indebtedness for the Purpose of Providing a Portion of the Cost of Acquiring, Constructing, Enlarging, Improving and/or Extending its Water System Facility to Serve an Area Lawfully Within the Village's Jurisdiction to Serve. (Water Loan Resolution in the Amount of \$538,000.)

- MOTION (Mattoon/Strasburg) adopting RESOLUTION #2019-0513A, as stated above. PASSED, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.

c. Consider Resolution Authorizing and Providing for the Incurrence of Indebtedness for the Purpose of Providing a Portion of the Cost of Acquiring, Constructing, Enlarging, Improving and/or Extending its Sewer System Facility to Serve an Area Lawfully Within the Village's Jurisdiction to Serve. (Sewer Loan Resolution in the Amount of \$433,000.):

- MOTION (Mattoon/Raap) adopting RESOLUTION #2019-0513B, as stated above. PASSED, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.

C. Parks & Recreation

a. Consider Request for Activity in Park:

MOTION (Jenkins/Aldrich) to table. PASSED, without negative vote.

D. Public Property & Health: No report.

E. Public Safety: No report.

F. Public Works & Streets/Sidewalks

- a. Consider Policy Regarding Storm Water Runoff:** Committee Chairperson Joyce Aldrich stated the committee chose not to make any formal ordinance changes at this time.
- b. Consider Request for Ordinance re: Removal of Garbage Cans:** Aldrich stated the committee felt it was not a big issue at this time, so did not recommend an ordinance change.

15. General Business

- A. Consider Request for Training:** Clerk-Treasurer Roemhild stated she is looking at a couple different training options and has not decided for sure which she would prefer to

attend, but requested optional approval for the League of Wisconsin Municipalities Clerks, Treasurers & Finance Officers Institute on June 5-7 in Eau Claire at a cost of \$125.

- MOTION (Strasburg/Aldrich) granting such approval, if she so chooses to attend. PASSED, roll call vote: Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

B. Consider Semi-Truck Parking Agreement with School District of Fall Creek:

- MOTION (Jenkins/Mattoon) approving the Memorandum of Understanding between the School District of Fall Creek and the Village of Fall Creek regarding semi-truck parking for a 5-year period running from 6/1/19-5/31/24. PASSED, without negative vote.

C. Consider 1st Reading of Amendments to Chapter 223 Solid Waste Collection Ordinances:

- MOTION (Mattoon/Jenkins) to hold the first reading of above ordinance, basically making some clarifications to the types of permits. PASSED, without negative vote.

D. Consider 2nd Reading & Possible Adoption to Various Village Ordinances

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

- MOTION (Jenkins/Mattoon) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes.

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

- MOTION (Jenkins/Mattoon) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

c. Zoning § 268-43.B. Signs:

- MOTION (Mattoon/Aldrich) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes.

d. Zoning § 268-12.B. Fences:

- MOTION (Jenkins/Mattoon) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes.

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

- MOTION (Raap/Mattoon) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.

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

- MOTION (Mattoon/Aldrich) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.

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

- MOTION (Raap/Mattoon) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED,

roll call vote: Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

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

- MOTION (Jenkins/Mattoon) to hold the second reading and to adopt the above ordinance, making it a part of the Code of the Village of Fall Creek. PASSED, roll call vote: Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes.

E. Consider Lions Club Requests for Fun Fest, Including But Not Limited To,

a. Park Contract Requesting Use of Keller Park for Ball Tournament,

b. Application for License for Large Gatherings or Assemblies,

c. Application for Fireworks Permit: As Investigated by the Fire Chief and Approved by the Village President

d. Letter Requesting the Following Items:

1. Waiver of Fees Related to Keller Park Usage & Large Gathering Application

2. Extension of Park Hours

3. Permission for Camping in Keller Park for Carnival Workers per §195-1.B.

- MOTION (Mattoon/Strasburg) approving all the above requests. PASSED, without negative vote.

F. Consider Appointments: Attorney, Building Inspector, Clerk-Treasurer, Weed Commissioner, Zoning Administrator, Library Board Additional Members:

President Goodman made the following appointments:

Weed Commissioner, 1-year term expires 2020: Bryan Kaatz

Village Attorney, 2-year term expires 2021: Garrett Nix

Building Inspector, 2-year term expires 2021: Steve Maley

Clerk-Treasurer, 2-year term expires 2021: Renee Roemhild

Zoning Administrator, 2-year term expires 2021: Terry Fellenz

Library Board Home School Representative, 3-year term expires 2022: Kim Peach

Library Board Daycare Representative, 3-year term expires 2022: per Library Board decision.

- MOTION (Jenkins/Mattoon) approving the above appointments.

16. Adjourn:

- MOTION (Jenkins/Mattoon) @ 8:40 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer