

Village of Fall Creek
Minutes of Regular Village Board Meeting
July 13, 2020

1. **Call to Order:** 6:30 p.m., virtual meeting at Zoom.us & physical meeting at Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Village President Tim Raap, Trustees Kelli Corbin, Bob Jenkins, Sheena Kaatz, Matt Mattoon, Karen Strasburg. Members Absent: Trustee Joyce Aldrich. Staff Present: Police Chief Chad Dachel, Public Works Crew Jamie Kaeding. Also Present: 5 citizens. Those noted in attendance include those attending via the virtual meeting.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda (including instructions if wishing to attend the virtual meeting) was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Corbin/Mattoon) to adopt the agenda. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Strasburg/Mattoon) to approve the 6/4/20 Plan Commission, 6/8/20 Regular Village Board, 6/10/20 Finance & Personnel Committee, 6/18/20 Special Village Board, and 6/22/20 Special Village Board meeting minutes. Others will be approved when printed on next month's packet. PASSED, without negative vote.
7. **Citizen Input:** Charles Kuehn expressed concerns regarding various issues: police department service, industrial & barking dog noise in a residential area, stop sign at Jackson & N. White not being adhered to, and fireworks issue. Dean Berry stated he operates a detail shop out of his home at 282 E Jackson; he has heard there have been some complaints about the noise, but he did not think his operation was too loud. President Raap explained the ordinance to him. Stating it was a zoning issue, the matter was referred to committee for review and an opinion for clarity of ordinance §268-14.
8. **Correspondence:** President Raap stated he received a letter from Mike & Jeanne Rockow regarding the above business operating in a residential neighborhood. Raap stated this letter will be included in the information given to the committee.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Corbin) to approve the 6/30/20 Budget Comparison Report and the Clerk-Treasurer's written monthly report. PASSED, roll call vote: Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.
10. **Consider Bills:**
 - MOTION (Raap/Mattoon) to accept the Check Register Report for payment of bills #25464-25512, CC2038-2061, RDW1018-1025, RDS1020-1025, V20180-20222. PASSED, roll call vote: Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Corbin-yes. No action taken regarding the bill from Eau Claire Area Economic Development Corporation, asking the new Administrator/Public Works Director to look at it when he gets here.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Consider Building Permit in Downtown Business District @ 114 S State St:**
 - MOTION (Jenkins/Mattoon) approving the building permit application for installation of a fence at 114 S State St. PASSED, without negative vote.
 - B. **Consider Request to Temporarily Change to Angled Parking on Washington Avenue:**
 - MOTION (Mattoon/Strasburg) granting the request to temporarily change parking on Washington Avenue for a special church service on various dates for the remainder of the year, and directing them to contact the police and public works department beforehand to coordinate the logistics. PASSED, without negative vote.

12. Police Department

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

13. Public Works Department

- A. **Monthly Report:** Public Works Crew Member Jamie Kaeding presented the monthly report regarding public works and utility departments.

B. **Consider Sewer Compliance Maintenance Annual Report & Consider Related Resolution:** The annual report was reviewed.

- MOTION (Kaatz/Corbin) to adopt RESOLUTION #2020-0713A re: Compliance Maintenance. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Corbin-yes, Jenkins-yes.

C. **Consider RD Projects (McKinley, Klingbeil Lift Station, Painting Water Tower, Randall Water Looping), Including Change Orders, Contractor Pay Requests:**

- MOTION (Mattoon/Raap) approving payment of \$34,858.66 to A-1 Excavating for pay request #4 for the McKinley Avenue project. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Corbin-yes, Jenkins-yes, Kaatz-yes.
- MOTION (Mattoon/Corbin) approving payment of \$89,124.25 to Winona Mechanical for pay request #2 for the Klingbeil Lift Station project. PASSED, roll call vote: Raap-yes, Strasburg-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes.
- MOTION (Raap/Mattoon) approving Change Order #1 for Winona Mechanical for the Klingbeil Lift Station project regarding repairing a leak; increase in contract price due to change order is \$2,875.50. PASSED, roll call vote: Strasburg-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes.
- MOTION (Kaatz/Raap) approving the Certificate of Substantial Completion for A-1 Excavating for the McKinley Avenue project. PASSED, roll call vote: Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

D. **Discuss Condition of Kopplin Road**

a. **Portion of East/West Road That's Shared with Town of Lincoln-Consider**

Resurfacing: Raap reviewed the bids. The complications regarding how to handle special assessments for a project this unique were discussed: 1) the Village owns only the south lane of the road, with the Town of Lincoln owning the north lane, and 2) not all properties that use the road for access to their property own footage that directly abuts the road. Mattoon stated since it is the Village's policy to special assess, he felt this project was no different and the affected property owners should be assessed. Kaeding stated the Town of Lincoln was having their meeting tonight as well and he thought they were planning on going with Senn Blacktop.

- MOTION (Kaatz/Mattoon) to accept the bid from Senn Blacktop for reconstruction/repaving the Village's share of Kopplin Road with 3" asphalt in the amount of \$36,496.33 on the condition of receiving more specifics as to how to align the project with the Town of Lincoln, and to get in touch with affected property owners and move ahead with the special assessment procedure, getting clarification on the proper way to special assess such a unique project. PASSED, roll call vote: Corbin-yes, Jenkins-no, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.
- b. **Portion of North/South Road Owned by Town of Lincoln-Consider Damage:** Kaeding stated we are in a holding pattern regarding the damaged portion, waiting until a decision is made about the reconstruction/repaving project. Kaeding stated he told the Town of Lincoln they could come up with a number they feel is acceptable for the damage that was caused.

14. Committee Related

- A. **Community & Economic Development:** No report.

- B. **Finance & Personnel**

- a. Consider Paving Projects for New Money with State Trust Fund Loan Program:**
Raap reviewed the requirement of the State Trust Fund Loan Program that in order to grant a loan for refinancing, a loan of new money was required in the amount of at least 25% of the refinanced value. Because the interest rates were so low, the Board made the decision to refinance one of the Sewer Fund loans and then get a new loan in the amount of \$80,000 to do some needed paving projects. So far, the Board has approved paving Keller Park parking lot in an amount not to exceed \$65,000 (6/8/20 minutes) and the approval of Kopplin Road as approved above. The cost of those two projects will exceed the \$80,000 level but the overage can be paid for from the Capital Projects Fund. Also, Raap stated there were other projects previously discussed which the Board could decide to do if it felt necessary (using money from the Capital Projects Fund): post office parking lot and village hall/library parking lots. Discussion followed on priorities. No action taken.
- b. Consider Resolution Authorizing the Issuance and Sale of \$538,000 Water System Mortgage Revenue Bonds of the Village of Fall Creek, Eau Claire County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds:**
- MOTION (Raap/Mattoon) adopting RESOLUTION #2020-0713B, as listed above. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Corbin-yes, Jenkins-yes.
- c. Consider Resolution Authorizing the Issuance and Sale of \$433,000 Sewer System Mortgage Revenue Bonds of the Village of Fall Creek, Eau Claire County, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds:**
- MOTION (Raap/Mattoon) adopting RESOLUTION #2020-0713C, as listed above. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Corbin-yes, Jenkins-yes, Kaatz-yes.
- d. Consider Lease for Village Property:** Raap reviewed Board discussions from prior closed sessions regarding the Village purchasing the Raether property at 380 E Randall now that the matter is no longer confidential, specifically the discussions about renting the house to gain revenue while working on the plans/marketing for the sale of land for real estate development. The Raethers were in favor of leasing the house beginning August 1st, with the stipulation that when the entire property sale with the Village is completed, the lease for the house would transfer over to the Village.

Raap stated the Raethers' realtor Terry Weld is asking the Village to determine two items now: the length of the lease and the rental cost. The term of 9 months was discussed so the timing would correlate with the school year and would cease at an opportune time for the Village to sell the property, with the housing market being better in the spring. Rental costs were discussed with the Board deciding not to include utilities in the rent; the renter would be responsible for paying all utilities. Area rates were discussed. Raap was to contact area realtors for further research on the going rental rate.

- MOTION (Raap/Strasburg) to move forward having Terry Weld set up a lease starting with the Raethers, that will then switch over to the Village when the sale of the property is complete. Lease term shall begin August 1st and go for 9 months. Lease shall be for the house, garage, and two barns at a monthly rate of between \$850 - \$900, with the final rate to be determined at the discretion of the President after confirming local rental rates. The option to rent will be offered to the new Village Administrator/Public Works Director Jared McKee. If he chooses not to rent the property, the Village will advertise for a renter. PASSED, without negative vote.

- e. **Consider Request for Capital Purchase for Computer, Office Furniture, etc. for Administrator/Public Works Director:**
 - MOTION (Mattoon/Raap) authorizing up to \$2,000 for computer & office-related purchases necessary for the new Administrator/Public Works Director. PASSED, roll call vote: Raap-yes, Strasburg-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes.
- f. **Consider Amendments to Personnel Policy related to Administrator/PWD Position:** Raap stated he put this back on the agenda for clarity in case any of the employees wanted to see the changes that were discussed in closed session on 7/2/20 when working on the terms to be offered to the new Administrator/Public Works Director, such things as defining the difference between a salaried employee vs. an hourly employee. Board consensus was to refer any further needed revisions to the new Administrator/PWD and the Finance & Personnel Committee.
- g. **Consider 2nd Reading & Adoption of Amendments to Chapter 60 Officers & Employees re: Addition of Office and Specifics re: Village Administrator:**
 - MOTION (Mattoon/Corbin) to hold the second reading and to adopt amendments to Chapter 60 to add the office of, and specifics regarding, the Village Administrator. PASSED, roll call vote: Strasburg-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes.
- h. **Consider 2nd Reading & Adoption of Ordinance Chapter 118 Building Construction and Fire Prevention:**
 - MOTION (Strasburg/Raap) to hold the second reading and to adopt amendments to Chapter 118 Building Construction and Fire Prevention. PASSED, roll call vote: Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

C. Parks & Recreation

- a. **Update re: Walking Path Under Hwy K Bridge in Conjunction with Eau Claire County Road Reconstruction Project:** Committee Chairperson Matt Mattoon reported the opportunity has passed, but there may be other options in the future.

D. Public Property & Health: No report.

E. Public Safety: Committee Chairperson Bob Jenkins reported Police Chief Chad Dachel will begin the process for hiring a part-time officer. Chief Dachel gave more of his monthly report.

F. Public Works & Streets/Sidewalks

- a. **Consider Construction of Bike Path at Crystal Creek:** Tabled.
- b. **Consider Request re: Options for Assisting with Semi-Truck Traffic at Freedom Street:** Trustee Sheena Kaatz reviewed the request of Aaron Wilhelm regarding widening his driveway by approximately 6', due to the safety concerns when trucks come from the east and need to swing into his driveway. Kaatz contacted the adjacent property owner that will be affected as the widening will involve the boulevard in front of his property, and reported he was not in favor of it. The Village considered the neighbor's opposition but felt the safety of the Village had to be the Board's highest concern.
 - MOTION (Raap/Corbin) granting approval to move forward with the plan to widen the driveway with the understanding that Mr. Wilhelm is responsible for the cost; approval is condition upon D.O.T. approval and the Wilhelm's completing the paperwork the Village has been waiting for regarding correcting the recording error related to a parcel of land along CTH "K" by the railroad tracks. PASSED, without negative vote.

15. General Business: None.

16. Adjourn:

- MOTION (Raap/Kaatz) @ 9:35 p.m. PASSED, without negative vote.

Karen Strasburg, Recording Secretary

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