

Village of Fall Creek
Minutes of Regular Village Board Meeting
March 8, 2021

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 Ben Burch, Kelli Corbin, Sheena Kaatz, Matt Mattoon, Karen Strasburg. Members Absent: Bob Jenkins. Staff Present: Village Administrator/Public Works Director Jared McKee, Police Chief Chad Dachel, Clerk-Treasurer Renee Roemhild. Also Present: 6 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/Burch) to adopt the agenda. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Mattoon/Burch) to approve the 2/8/21 Finance & Personnel Committee and 2/8/21 Regular Board meeting minutes, as amended. PASSED, without negative vote.
7. **Citizen Input:** Vern Ming addressed the Board with a request to reduce the speed limit on State Street. He suggested installing a sign that displays the vehicles speed.
8. **Correspondence:** The following correspondence was read: a letter from Vern Ming requesting reduction of the speed limit on State Street and a letter from Fall Creek High School Senior Parents requesting a donation to the 2021 graduation party.
9. **Administrator Report:** Administrator/Public Works Director Jared McKee gave his monthly report highlighting departmental duties accomplished in the month.
10. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Kaatz) to approve the 2/28/21 Budget Comparison Report. PASSED, roll call vote: Corbin-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
11. **Consider Bills:**
 - MOTION (Mattoon/Corbin) to accept the Check Register Report for payment of bills #25844-25892, V21035-21065. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes.
12. **Scheduled Speakers/Issues of Interest**
 - A. **Carl Knudtson, Big Creek ATV Club Request for ATV Route Through Village:** Mr. Knudtson addressed the board requesting consideration for an ATV route through the Village, stating several area municipalities have been opening roads for ATV use. He presented a map depicting specified streets the ATV club would like the Village to open up for ATV use.
 - MOTION (Strasburg/ _____) to approve, as requested. There was no second, so Strasburg rescinded her motion.
 - MOTION (Corbin/Mattoon) to open all streets to ATV traffic with a posted speed limit of 15 mph and to start the process to update Village ordinances. PASSED, with Kaatz voting no.
13. **Police Department**
 - A. **Monthly Report:** Police Chief Chad Dachel presented the monthly report of cases/calls for service.
 - B. **Consider Bartender Operator License Application:**

- MOTION (Corbin/Mattoon) granting a bartender operator license to Emily Kukk for the remainder of the 2020/2021 license year. PASSED, without negative vote.

14. Public Works Department

- A. Consider Request for Capital Purchase:** Public Works Director McKee reported on the need and options for a lawn mower. The board discussed gas vs. diesel differences and considered resale value.
- MOTION (Strasburg/Corbin) approving an Exmark Laser gas engine lawn mower from Eau Claire Lawn Equipment for \$12,954 as recommended by the public works crew. PASSED, roll call vote: Mattoon-no, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Kaatz-yes.
- B. Consider Improvements to Hwy 12 Pedestrian Crosswalk Sign:** Discussion took place that the current crosswalk sign is ineffective. Quotes for a high-powered LED flashing system were reviewed. We have received a \$500 donation from Primoris Services Group which was designated for this purpose, and the Fall Creek Area Fire District has said they will contribute \$500. Also, the school may share in the cost as the cost of a crossing guard was jointly shared with them for many years.
- MOTION (Mattoon/Burch) approving purchase of Model SRRFBDW Solar Powered LED School Crossing System from Solar Traffic Systems in an amount not to exceed \$5626, providing the school is willing to pay half of the remaining cost after applying the donation money. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Kaatz-yes, Mattoon-yes.

15. Committee Related

A. Community & Economic Development. No report.

B. Finance & Personnel

- a. Consider Signature Authority for Administrator/Public Works Director:** Raap reported on discussion from the committee meeting.
- MOTION (Mattoon/Corbin) approving Resolution #2021-0308A granting limited contracting and contract execution authority to the Village Administrator. PASSED, roll call vote: Strasburg-yes, Burch-yes, Corbin-yes, Kaatz-yes, Mattoon-yes, Raap-yes.
- b. Consider Liquidation of Surplus Property:** The village-owned lot at 726 S Wisconsin St. (where the old Well #2 that has been abandoned was located) is no longer needed.
- MOTION (Strasburg/Burch) to declare the land as surplus property and begin with the rezoning process necessary for sale of the property. PASSED, without negative vote.
- c. Consider 1st Reading of Ordinance Related to General Provisions:**
- MOTION (Mattoon/Corbin) to hold the first reading of amendments to the ordinance related to General Provisions. Amendment basically modifies Chapter 1, renaming it to Title 1 General Provisions. PASSED, without negative vote.
- d. Consider 1st Reading of Ordinance Related to Board Organization:**
- MOTION (Mattoon/Burch) to hold the first reading of amendments to the ordinance related to board organization. Amendment basically repeals Chapters 7, 21, 52, and 60, renames Chapter 2 to 22, and creates Ordinance Title 2 Government & Administration. PASSED, without negative vote.
- e. Consider 1st Reading of Ordinance Related to Animals:**
- MOTION (Mattoon/Corbin) to hold the first reading of amendments related to animals. Amendment basically repeals Chapter 100 and creates Title 6 Animals. PASSED, without negative vote.

C. Parks & Recreation

- a. Consider Approval of Agreement with West Central Wisconsin Regional Planning Commission for Comprehensive Outdoor Recreation Plan:** President Raap reported on a possible DNR grant, which could be combined with the approximate \$90,000 bequeath money received from Amandus and Robert Ziemann, to make capital improvements at Keller Park. The grant application requires the Village have a comprehensive outdoor recreation plan. This plan would also be of benefit to the Inland Lake District in making funding applications. West Central Wisconsin Regional Planning Commission can assist in preparing a professional outdoor recreation plan for a cost of approximately \$4000.
- MOTION (Strasburg/Mattoon) to spend a small portion of the bequeath money in hopes of being able to get a grant which will make the money go farther, and to designate matching funds from Inland Lake to prepare an Outdoor Recreation Plan at a cost not to exceed \$4500. PASSED, roll call vote: Burch-yes, Corbin-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

D. Public Property & Health: No report.

E. Public Safety: No report.

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

16. General Business

- A. Consider Withdrawal from Inter-Municipal Library Agreement:** The Inter-Municipal Library agreement that has been in place for many years is no longer needed because we are part of the MORE library system, which freely shares library materials within a 10-county library system. Withdrawing from the inter-municipal agreement will save Village taxpayers money because we would no longer need to reimburse neighboring libraries for materials checked out by our residents.
- MOTION (Corbin/Burch) to withdraw from the inter-municipal library agreement and to send a letter to the affected municipalities notifying them of such and encouraging them to collectively terminate the agreement at the end of 2021. PASSED, without negative vote.
- B. Consider 1st Reading of Amendment to §154-3 License Classes and Fees:**
- MOTION (Mattoon/Corbin) to hold the first reading of amendments to §154-3 License Classes and Fees. Amendment returns liquor license fees to pre-pandemic amounts. PASSED, without negative vote.
- C. Consider Computer Software System for Village Office:** Administrator McKee requested consideration of new computer software for the Village. He gave a detailed overview of software from Pelorus Methods, explaining the productivity and efficiencies that can be gained.
- MOTION (Mattoon/_____) to table agenda item and do more research. There was no second. Mattoon rescinded his motion.
 - MOTION (Corbin/Strasburg) approving the purchase of Pelorus software at a cost of \$20,000 plus \$1,250 quarterly support fees. PASSED, roll call vote: Corbin-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
- D. Consider Designation of 2020 Revenue-Over-Expenditure Funds:** The Village has a resolution in place that designates any excess revenue over expenditure at year-end be transferred to the Capital Projects Fund to be used for later capital needs. Administrator McKee requested a portion of that money for year-end 12/31/20 be transferred to Capital Equipment/Repairs instead to be used for the above computer software need.
- MOTION (Burch/Corbin) to move \$22,500 of excess revenue over expenditure funds to Capital Equipment/Repairs Fund for purchase and support of above software. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes.

E. Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(f) Considering Financial, Medical, Social or Personal Histories or Disciplinary Data of Specific Persons, Preliminary Consideration of Specific Personnel Problems or the Investigation of Charges Against Specific Persons Except Where Par. (b) Applies Which, if Discussed in Public, Would Be Likely to Have a Substantial Adverse Effect Upon the Reputation of Any Person Referred To in Such Histories or Data, or Involved in Such Problems or Investigations AND Per Wis. Stat. 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body has Jurisdiction or Exercises Responsibility. At the End of the Closed Session, the Board Will Be Going into Open Session to Conduct Further Business. Roll Call Vote on Motion to Convene into Closed Session.

- MOTION (Mattoon/Burch) to move into closed session @ 9:00 p.m. and to invite Jared McKee into the closed session. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Kaatz-yes.

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

- MOTION (Raap/Mattoon) to move into open session @ 10:44 p.m. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Kaatz-yes, Mattoon-yes.

17. Adjourn:

- MOTION (Mattoon/Corbin) @ 10:45 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer