

Village of Fall Creek
Minutes of Regular Village Board Meeting
June 14, 2021

1. **Call to Order:** 6:30 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ben Burch, Karen Herbison, Karen Hurd, Sheena Kaatz, Matt Mattoon, Karen Strasburg. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: 3 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted at the three public places and local newspapers were notified.
5. **Recognition of Visitors/Citizen Input:** Jamie Kaeding requested the Board consider having the meeting available via Zoom. Richard Ziemann spoke regarding the opening in the police department, stating a village of 1300 cannot afford 24-hour police service and encouraging the Board to use this opportunity to fully consider what is needed for the Village. He stated it is a police chief's job to schedule employees to work at the most beneficial times and encouraged the Board to remember that we are part of Eau Claire County and do have access to the Sheriff's Department. Dane Zook applauded the Board on the last newsletter, particularly liking the article asking for suggestions from the community and encouraged the Board to try to find better ways to implement the suggestions.
6. **Adopt Agenda:**
 - MOTION (Burch/Hurd) to adopt the agenda. PASSED, without negative vote.
7. **Approval of Minutes:**
 - MOTION (Mattoon/Herbison) to approve the 5/10/21 Regular Board and 5/26/21 Community Relations, Recreation & Health Committee meeting minutes. PASSED, without negative vote.
8. **Financial Report:**
 - MOTION (Hurd/Burch) to approve the 5/31/21 Budget Comparison Report. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch.
9. **Approval of Bills:**
 - MOTION (Burch/Kaatz) to accept the Check Register Report for payment of bills #25972-26023, PYRL 5/11-6/14. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes.
10. **Report of Village Administrator:** Administrator/Public Works Director Jared McKee gave his monthly report highlighting departmental duties accomplished in the month.
11. **Committee Reports**
 - A. **Community Relations, Recreation & Health Committee:** Committee Chair Karen Hurd provided a written report of the meeting and verbally highlighted some items; expects to have a draft survey ready for the committee review soon and has been working with the Administrator to try to get the email problems fixed.
12. **Unfinished Business:** None.
13. **New Business**
 - A. **Public Hearing re: Alcoholic Beverage License Applications:** President Raap opened the public hearing at 7:10 p.m. There were no comments so he closed the public hearing.
 - B. **Consider Alcohol Beverage License Applications:**
 - MOTION (Mattoon/Herbison) to grant the following licenses for the 2021/2022 license year. PASSED, without negative vote.

Combination Class B Beer & Liquor Retail License

(for the sale of fermented malt beverages AND intoxicating liquors for consumption on or off premises where sold)

- Chicken Chasers Bar & Grill LLC (Allan Roberts, President)
- Southtowne Pub LLC (d/b/a/ Corner Pub & Grub)
- Team Gizmo's LLC (Norma Dehnke)

- MOTION (Herbison/Mattoon) to grant the following licenses for the 2021/2022 license year. PASSED, without negative vote.

Combination Class A Beer & Liquor Retail License

(for the sale of fermented malt beverages AND intoxicating liquors for consumption off premises where sold)

- Akron LLC (Navdeep Chib, President)
- Fall Mart LLC (Steven Schulz, Agent)

- MOTION (Mattoon/Herbison) to grant the following licenses for the 2021/2022 license year. PASSED, without negative vote.

Class A Liquor Retail License

(for the sale of intoxicating liquors for consumption off premises where sold)

- Kristi M LaRosa (Kristi's Sweets & Treats LLC)

C. Consider Cigarette & Tobacco Products Retail License Applications:

- MOTION (Kaatz/Herbison) to grant a Cigarette & Tobacco Products Retail License for the 2021/2022 license year to Akron LLC (Akron Stop), Fall Mart LLC (Fall Mart), and Team Gizmo's LLC (Gizmo's Bar & Grill). PASSED, without negative vote.

D. Consider Bartender Operator License Applications:

- MOTION (Mattoon/Herbison) to grant bartender operator licenses for the 2021/2022 license year to Tanya Aguilar, Kylie Aldrich, Rachelle Connell, Cirilo Cruz, Tamara Davis, Michael Dehnke, Norma Dehnke, Carrie D'Lamatter, Brenda Dowiasch, Daisy Fairbairn, Natalie Hellegers, Jacob Huettel, Christine Johnson, Courtney Kneifl, Jean Knudtson, Steven Knuth, Barbara Krueger, Emily Kukk, Patti Lange, Renee Lange, Tracy Larson, Katie Lighthizer, Jeffrey Manor, Clare Nelson, Tania Roberts, Jill Smith, Timothy Smith, David Suino, Mackenzie Walker, Tanya Wasson, Richard Ziemann, Hannah Zimmerman. PASSED, without negative vote.

E. Consider Garbage & Refuse Hauler License Applications:

- MOTION (Mattoon/Burch) granting a Residential & Commercial Garbage Hauler's license for the 2021/2022 license year to Waste Management. PASSED, without negative vote.
- MOTION (Strasburg/Kaatz) granting a Refuse Hauler's license to Cooley's Statewide Scrap & Salvage, Express Disposal, Johnson Roll-Off Service, Right Away Roll-Off, and Waste Management. PASSED, without negative vote.

F. Review Sewer Compliance Maintenance Annual Report & Consider Related Resolution:

- MOTION (Hurd/Herbison) to adopt RESOLUTION 2021-0614A Compliance Maintenance. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes.

G. Consider Resolution Adopting Procurement Standards Policy: Administrator McKee reported the Auditor provided a sample procurement standards policy; adopting such a policy is a requirement for receiving federal funds. Discussion took place on bullet point #8 under *Procurement Under Federal Awards* stating "... steps will be taken to assure that minority businesses, women's business enterprises, and labor surplus area firms are

used when possible” is in fact a discriminatory statement. As *Equal Employment Opportunity* is also a provision of the contract, the statement in #8 is not needed.

- MOTION (Herbison/Hurd) to strike #8 and renumber accordingly, and to then adopt the RESOLUTION #2021-0614B Procurement Standards Policy. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes.

H. Consider Contract re: Assessment Services:

- MOTION (Mattoon/Hurd) approving a three-year contract with Randy Procknow, d/b/a Prochow Assessing, for assessor services for assessment years 2022-2024 with a book revaluation to be done in 2021 for assessment year 2022. Cost per year is \$5500. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

I. Consider Appointments: President Raap appointed Randy Procknow to an indefinite term as Assessor and Jamie Kaeding an indefinite term as Fire Chief.

- MOTION (Mattoon/Hurd) confirming above appointments. PASSED, without negative vote.

J. Onboarding Tips for New Municipal Board Members: Raap reviewed some key points to get the new board members up to speed, going through such things as the municipal organizational chart, open meeting laws, closed session and walking quorum rules.

New Business Items Brought Forward & Referred to Committee:

President Raap assigned the following items to committees:

- Community Relations, Rec & Health: Community Garden
- Finance, Personnel & Econ Dev: Administrator Duties & Responsibilities, Police Dept Coverage/Service Level
- Public Works, Public Safety & Property: Ordinance regulation & enforcement re: parking, public nuisances, & disorderly property; Emergency Response Plan

14. Adjournment:

- MOTION (Mattoon/Burch) @ 8:33 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer