

*Village of Fall Creek*  
*Minutes of Public Hearing & Regular Village Board Meeting*  
*November 8, 2021*

1. **Call to Order:** 5:30 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: 5 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. **Adopt Agenda:**
  - MOTION (Mattoon/Burch) to adopt the agenda. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input:** None.
7. **Approval of Minutes:**
  - MOTION (Strasburg/Kaatz) to approve the 10/11/21 Regular Board and 10/18/21 Special Board and Inland Lake Protection & Rehabilitation District meeting minutes. PASSED, without negative vote.
8. **Financial Report:**
  - MOTION (Mattoon/Kaatz) to approve the 10/31/21 Budget Comparison Report. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
9. **Approval of Bills:**
  - MOTION (Mattoon/Kaatz) to accept the Check Register Report for payment of bills #26182-26214, ACH 21032-21042, CC21174-21192, PYRL 10/12-11/08. 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 the departmental duties accomplished since the last regular board meeting.
11. **Committee Reports:** None. The Board skipped ahead to agenda item #13.C.
13. **New Business**
  - C. **Consider Proposed 2022 Budgets:** McKee reviewed the updates since the last meeting. Discussion took place on the shortfall in the Water Fund. McKee gave options, then recommended completing a full-rate case study with the Wisconsin Public Service Commission for the Water Fund. The Board then moved to agenda item #13.B.
  - B. **Consider Amendment to 2021 Budgets:**

**GF Budget Amendment - Expenses**

**General Government Expenses**

	<b><u>Amendment</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
110-51400-000-820 Administration-Regular Wages	(8,668)	76,500	67,832
110-51400-000-885 Administration-Payroll Tax	(662)	5,950	5,288
110-51400-000-890 Administration-Retirement	(584)	5,250	4,666
110-51999-000-920 Gen Gov't-Ins-Health	(2,036)	32,800	30,764
110-51999-000-925 Gen Gov't-Ins-Pymt to H.S.A.	(250)	1,350	1,100

**Culture, Recreation, Education Expenses**

110-55110-000-000 Pymt to FCPL	12,200	40,500	52,700
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**Special Revenue Funds Amendment – Library Fund**

<u>Revenue</u>		<u>Amendment</u>	<u>From</u>	<u>To</u>
220-43100-000-100	FCPL-From Village	12,200	40,500	52,700
<u>Expenses</u>				
220-54100-000-000	FCPL-Personnel Salaries	8,668	55,350	64,018
220-54150-000-885	FCPL-Employer Share Pyrl Tax	662	4,250	4,912
220-54150-000-890	FCPL-Wisconsin Retirement	584	2,400	2,984
220-54999-000-920	FCPL-Ins-Health	2,036	0	2,036
220-54999-000-925	FCPL-Ins-Pymt to H.S.A.	250	0	250

- MOTION (Hurd/Mattoon) approving the following budget amendments for 2021. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes.

**A. Consider Adjusting Starting Time for December’s Regular Board Meeting:**

- MOTION (Herbison/Hurd) to grant the request to move the regular December Board meeting to 5:00 p.m. due to a conflict with another meeting. PASSED without negative vote.

**D. Public Hearing Regarding 2022 Budgets:** At 6:31 p.m., President Tim Raap called the public hearing to order. Raap stated we’ve went through months of preparing the budget, it’s been posted in the newspaper. This is the time if the public would like to have comments or questions. Citizen Eddy Herbison questioned the difference in the current and proposed budgets for the Enterprise Funds. McKee stated it is a difference with whether we are showing depreciation or not. The auditor will record it, but the Village is not funding it. The proposed budgets show depreciation as an expense. With no more comments, Raap stated the public hearing was closed at 6:36 p.m. The Board then moved to unfinished business.

**12. Unfinished Business**

**A. Potential Ballfield Project:** Community Relations, Recreation & Health Committee Chairperson Karen Hurd gave an update on a conversation she had with School Superintendent Joe Sanfelippo in which she learned the school is very interested in possibly having an additional ballfield at their location. She stated they have plans to put in concessions and bathrooms near their current ballfields. Trustee Ben Burch stated he had understood the school was not interested in the past. If that has changed, he felt conversations should be pursued. Burch stated there will still need to be improvements at the Village’s current ballfield. Burch also reported on getting some general comments from an engineering firm regarding the cost difference between the two proposed Keller Park locations, as discussed at previous meetings. Area B (further northwest and closer to the pond than Area A) would cost substantially more, estimated at 20-30% additional, due to extra design fees and the added construction cost of removing and replacing the paved loop road. The engineer also stated attention would need to be paid to matching the existing impervious ratios (parking lot sizes, changes to drive lanes, etc.) and design features may need to include stormwater management considerations. Trustee Matt Mattoon stated he would like to consider using the ballfield fence as an advertising mechanism for a possible revenue source to help with the field expenses.

- MOTION (Mattoon/Herbison) granting broad authority to Administrator/PWD Jared McKee and Trustees Karen Hurd and Ben Burch to meet with the school administration and their board to discuss an additional baseball field. PASSED, without negative vote.

**13. New Business**

**E. Consider Adoption of 2022 Budgets:**

- MOTION (Kaatz/Herbison) to adopt the 2022 budgets as follows:

<b>General Fund</b>			
<b>Revenues</b>		<b>Expenses</b>	
Taxes	512,411	General Government	176,004
Intergovernmental Revenues	332,226	Public Safety	346,018
Licenses & Permits	8,200	Public Works	196,784
Fines, Forfeitures & Penalties	4,000	Culture, Recreation, Education	75,110
Public Charges for Services	1,500	Conservation & Development	1,300
Misc. Revenues	8,280	Capital Outlay	87,950
Other Financing Sources	<u>16,500</u>	Other Gen Fund Exp.	<u>0</u>
<b>Total Revenues</b>	<b>883,167</b>	<b>Total Expenses</b>	<b>883,166</b>
<b>Special Revenue Funds</b>			
Revenues	157,181	Expenses	157,181
<b>Debt Service Funds</b>			
Revenues	481,835	Expenses	481,835
<b>Capital Projects Funds</b>			
Revenues	330,970	Expenses	324,116
<b>Enterprise Funds</b>			
Revenues	746,095	Expenses	1,043,709

PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes.

**F. Consider Resolution Authorizing Fall Creek Area Fire District Funding:**

- MOTION (Kaatz/Strasburg) approving RESOLUTION #2021-1108A authorizing Fall Creek Area Fire District funding. Resolution basically agrees to the 2022 budget request of the fire district. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

**G. Consider Adoption of Village Levy:**

- MOTION (Mattoon/Burch) to set the 2021 levy (to be paid in 2022) for the Village of Fall Creek at \$513,747 (not including the library county levy). This amount includes an adjustment of the allowable levy limit by \$20,000 for debt service levy for general obligation debt authorized after July 1, 2005 (Section D, Line E) (This is the same adjustment as approved last year) and includes an adjustment of \$3,315 due to the increase assessed by the joint fire district (Section D, Line I). PASSED, roll call vote: Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes.

**H. Authorize Placement of Delinquent Utility, Special Charges and Special Assessments on Tax Roll:**

- MOTION (Mattoon/Kaatz) authorizing the Clerk/Treasurer to place the delinquent utility, special charges, and special assessments on the tax roll. PASSED, without negative vote.

**I. Consider Recycling Special Charge for 2021/Payable 2022 Tax Bill:**

- MOTION (Mattoon/Burch) approving the placement of a recycling charge as determined by Eau Claire County on the tax roll. PASSED, without negative vote.

**J. Consider Employee Health Insurance:** McKee reviewed some health insurance options as the renewal of the Village's current plan is not possible. Trustee Mattoon stated he felt comfortable with McKee making the decision that fits the employees best. The consensus of the Board was that was within McKee's job description to do so. No action needed.

**K. Appointments:** President Raap stated he did not have any appointments but offered the other Board members the opportunity to make suggestions for a vacancy for the Zoning Board of Appeals and an upcoming vacancy on the Police Committee.

**L. Move to Convene in Closed Session 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, namely, Discuss Individual Employee Performance and Wages. 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 (Herbison/Kaatz) @ 7:33 p.m. and inviting Administrator McKee into the closed session. PASSED, roll call vote: Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

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

- MOTION (Hurd/Mattoon) @7:48 p.m. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
- MOTION (Kaatz/Mattoon) to accept the employee raises as discussed, effective January 1, 2022. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes.
- MOTION (Herbison/Burch) to allow Administrator McKee the flexibility in doing some amendments for personnel issues outside of the personnel handbook outline. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes.

**14. Committee Recommendations:** None.

**15. Possible Assignment to Committee:**

- Advertising at the ballfields to CRRH

**16. Adjournment:** @ 7:58 p.m.

Renee Roemhild, Clerk/Treasurer