

***Village of Fall Creek***  
*Minutes for Public Hearing & Regular Village Board Meeting*  
*November 13, 2023*

1. **Call to Order:** 6:00 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ryan Aylesworth, Karen Herbison, Karen Hurd, Chester Goodman, Sheena Kaatz, Matt Mattoon. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Police Chief Colin Mumford, Clerk/Treasurer Renee Roemhild. Also Present: 6 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and the agenda was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
  - MOTION (Kaatz/Hurd) to adopt the agenda as printed. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input/Correspondence:**
  - Kayla Kiraly, 332 E Jackson, concerned mother regarding sex-offender moving in two houses down from her daycare.
  - Dane Zook, 306 E Adams, encouraged continued work regarding the pond,
  - Jamie Kaeding, 224 W Washington, felt there were a lot of volunteers and donations contributing to the new ballfield, a facility of this type is usually named after a deceased person that greatly impacted the Village.
7. **Approval of Minutes:**
  - MOTION (Hurd/Mattoon) to approve the minutes of the 10/9/23 Regular Board and 11/1/23 Community Relations, Recreation & Health Committee meeting. PASSED, without negative vote.
8. **Financial Report:**
  - MOTION (Mattoon/Kaatz) to approve the 10/31/23 Budget Comparison Report. PASSED, roll call vote: Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes.
9. **Approval of Bills**
  - A. **Contractor's Pay Request:**
    - MOTION (Kaatz/Mattoon) to approve pay request #3 to Ayres Associates in the amount of \$161,311.20. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes.
  - B. **Regular Monthly Approval of Bills:**
    - MOTION (Mattoon/Aylesworth) to accept the Invoice Listing and Payroll Pay Summary Reports of 10/10/23-11/13/23. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes.
10. **Report of Village Administrator:** Administrator Jared McKee gave his monthly report highlighting the departmental duties accomplished since the last regular board meeting.
11. **Committee Reports:** Referred to minutes.
12. **Unfinished Business**
  - A. **Sketch Plan from Michael Benrud for Proposed Development:** President Tim Raap stated this was a follow up to provide answers to questions voiced at the previous meeting. There was enough room for emergency vehicles to navigate on the cul-de-sacs of the streets. The requested cost comparison between hooking up to Village water or installing private wells was provided by Mr. Benrud, stating the overall expense was similar but the major difference was that the developer would have to foot the entire cost if Village water was required, rather than each private property owner being responsible for that cost. Raap stated Mr. Benrud informed

them he was not interested in putting in Village water. Discussion took place that the development is so close to the water tower that it doesn't make sense to not have Village water.

- MOTION (Kaatz/Aylesworth) to require the proposed development hook up to Village water service. PASSED, with one nay vote.
- MOTION (Hurd/Mattoon) to request the Plan Commission consider if we want to look at different land use zoning options and if we want a new zoning district for part of our town so we could do a development such as this. PASSED, voice vote.

The Board went to agenda item 13.B.

### 13. New Business

- B. Road Construction Project – Miami Ave.:** Administrator/Public Works Director Jared McKee reported that Miami Avenue has deteriorated substantially. He has submitted a grant application through the Local Road Improvement Program. In the coming months, a decision will have to be made as to the degree of the project - whether to just take care of the surface concerns or to address the underground utilities as well.

As the time was 7:00 p.m., the Board moved to agenda item 13.H. because the hearing had been publicly noticed for 7:00 p.m.

- H. At 7:00 p.m. - Public Hearing Regarding 2024 Budgets:** President Raap opened the public hearing at 7:00 p.m. There was no public comment. Administrator McKee gave a summarized overview of the budget. The hearing was closed at 7:03 p.m.
- I. 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. 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 (Kaatz/Mattoon) @ 7:04 p.m. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes.
- J. Move to Return to Open Session and Action, if Any, on Matters Discussed in Closed Session.**
- MOTION (Goodman/Kaatz) @ 7:31 p.m. PASSED, roll call vote: Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes.
- K. Consider Adoption of 2024 Budgets:** Administrator McKee gave a detailed review of the proposed budget, including a historical summary back to 2018. President Raap stated there were a couple adjustments to employee wages discussed and approved in the closed session.
- MOTION (Mattoon/Herbison) to adopt the 2024 budgets as follows, including
    - the employee adjustments discussed in closed session,
    - the recommended change to the Village's contribution to the Library,
    - the increase in capital expenditures,and to approve all employee wages as outlined in the budget.

GENERAL FUND (GF)	Actual	Projected	Budget	Proposed	%
Revenues	2022	2023	2023	2024	Change
Taxes	504,020	517,330	522,500	517,495	
Intergovernmental Revenue	332,545	323,196	323,040	373,831	
Licenses & Permits	11,136	8,550	8,200	8,200	
Fines, Forfeitures & Penalties	3,718	5,100	4,000	4,000	
Public Charges for Services	2,710	3,200	3,400	3,000	
Other Revenue	27,200	27,692	11,780	10,080	
Transfer from Reserves	595,350	-	6,000	1,000	

<b>Total Revenues</b>	<b>1,476,679</b>	<b>885,068</b>	<b>878,920</b>	<b>917,606</b>	<b>4.40%</b>
<b>Expenses</b>					
General Government	158,346	161,009	165,600	174,260	
Public Safety	350,828	387,106	381,640	401,260	
Public Works	167,240	181,424	191,090	121,150	
Culture, Recreation, Education	82,702	83,671	80,140	104,735	
Conservation & Development	324	1,000	300	1,000	
Capital Outlay	71,450	60,150	60,150	115,201	
Transfer to Debt Service	729,431	-	-	-	
<b>Total Expenditures</b>	<b>1,560,321</b>	<b>874,360</b>	<b>878,920</b>	<b>917,606</b>	<b>4.40%</b>

<b>SPECIAL REVENUE FUNDS</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>	<b>Proposed</b>	<b>%</b>
<b>Revenues</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2023</b>	<b>Change</b>
Taxes	22,414	9,000	9,000	10,000	
Transfer from GF to Library	65,038	70,538	70,538	91,715	
Intergovernmental Revenue	62,162	65,387	65,377	73,777	
Other Revenue	25,393	5,280	4,815	13,900	
<b>Total Revenues</b>	<b>175,007</b>	<b>150,205</b>	<b>149,730</b>	<b>189,392</b>	<b>26.49%</b>
<b>Expenses</b>					
Operating Expenses	163,363	157,978	149,730	189,392	
<b>Total Expenditures</b>	<b>163,363</b>	<b>157,978</b>	<b>149,730</b>	<b>189,392</b>	<b>26.49%</b>

<b>DEBT SERVICE FUND</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>	<b>Proposed</b>	<b>%</b>
<b>Revenues</b>	<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>Change</b>
Taxes	82,011	79,341	79,341	82,000	
From GF for Accelerated Debt Pydwn	593,102	-	-	-	
Special Assessments	-	12,233	12,233	11,872	
Transfer from TID Funds	112,392	112,392	112,393	112,393	
Transfer from Enterprise Funds	259,787	259,321	259,321	269,969	
<b>Total Revenues</b>	<b>1,047,292</b>	<b>463,287</b>	<b>463,288</b>	<b>463,288</b>	<b>2.79%</b>
<b>Expenses</b>					
GF Debt	679,372	91,574	91,574	93,872	
TID Fund Debt	112,392	112,393	112,393	112,393	
Enterprise Fund Debt	259,787	259,321	259,321	269,969	
<b>Total Expenditures</b>	<b>1,051,551</b>	<b>463,288</b>	<b>463,288</b>	<b>476,234</b>	<b>2.79%</b>

<b>CAPITAL FUNDS</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>	<b>Proposed</b>	<b>%</b>
<b>Revenues</b>	<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>Change</b>
Transfers from Other Funds	207,779	60,150	60,150	113,201	
Special Assessments	34,702	139,328	28,000	21,600	
Other Revenue	117,507	77,062	148,262	140,762	
<b>Total Revenues</b>	<b>359,988</b>	<b>276,540</b>	<b>236,412</b>	<b>275,563</b>	<b>16.56%</b>
<b>Expenses</b>					
Expenses	756,831	636,193	407,890	617,000	
<b>Total Expenses</b>	<b>756,831</b>	<b>636,193</b>	<b>407,890</b>	<b>617,000</b>	<b>51.27%</b>

<b>TAX INCREMENT DISTRICT FUNDS</b>	<b>Actual</b>	<b>Projected</b>	<b>Budget</b>	<b>Proposed</b>	<b>%</b>
<b>Revenues</b>	<b>2022</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>Change</b>

Taxes	149,549	154,173	165,000	157,000	
Other Revenues	1,968	3,164	1,575	2,860	
<b>Total Revenues</b>	<b>151,517</b>	<b>157,337</b>	<b>166,575</b>	<b>159,860</b>	<b>-4.03%</b>
<b>Expenditures</b>					
Project Expenses	49,909	11,693	59,406	106,740	
Debt Service Expenses	112,392	112,393	112,393	112,393	
<b>Total Expenses</b>	<b>162,301</b>	<b>124,086</b>	<b>171,799</b>	<b>219,133</b>	<b>27.55%</b>

ENTERPRISE FUNDS	Actual	Projected	Budget	Proposed	%
Revenues	2022	2023	2023	2024	Change
Income	761,815	915,260	884,700	924,430	
<b>Total Revenues</b>	<b>761,815</b>	<b>915,260</b>	<b>884,700</b>	<b>924,430</b>	<b>4.49%</b>
<b>Expenses</b>					
Operating Expenses	470,201	479,480	534,129	593,817	
Non-Operating Expenses	295,069	295,000	291,250	300,800	
Debt Service Expenses	259,786	259,321	259,321	269,969	
<b>Total Expenses</b>	<b>1,025,056</b>	<b>1,033,801</b>	<b>1,084,700</b>	<b>1,084,700</b>	<b>7.36%</b>

PASSED, roll call vote: Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes.

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

- MOTION (Herbison/Kaatz) to set the 2023 levy (to be paid in 2024) for the Village of Fall Creek at \$531,395. This amount includes:
  - 1) an adjustment of the allowable levy limit by \$25,500 for debt service levy for general obligation debt authorized after July 1, 2005 (Section D, Line E) (same adjustment as approved last year) and
  - 2) an adjustment of \$3,719 due to the increase assessed by the joint fire district (Section D, Line I).

PASSED, roll call vote: Goodman-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth.

The Board returned to the agenda items that were skipped in order to hold the public hearing at the correct time.

**13. New Business**

**A. Inland Lake Protection & Rehabilitation District Quarterly Discussion:** Discussion took place on the management plan and getting someone to attend the Eau Claire Watershed Coalition.

**C. Bartender Operator License Applications:**

- MOTION (Hurd/Aylesworth) granting a bartender license for the remainder of the 2023-2024 license year to Gabriella Silvo and Jacquelynn Walters. PASSED, without negative vote.

**D. Authorization for Capital Purchases:** Administrator McKee gave a detailed review of the updated Capital Equipment Plan, as well as reviewing current recommendations for vehicles for the public works and police departments.

- MOTION (Hurd/Mattoon) to approve the two recommended capital expenditures as discussed:

2024 Chevrolet Silverado 3500HD Work Truck for approximately \$73,229 and  
2024 Dodge Durango Pursuit AWD for approximately \$50,706.

PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes.

**E. Request from Historical Society:** McKee reported on the request from the Historical Society and the current lease with them. Raap stated the lease is outdated and should be updated.

- **MOTION (Hurd/Kaatz) to:**
  - 1) transfer ownership of the old bathroom to the Historical Society for use as a storage shed,
  - 2) pay for the requested tree removal, any new tree at their expense,
  - 3) Village is not taking over landscaping.

PASSED, without negative vote.

**F. Authorize Placement of Delinquent Utility, Special Charges and Special Asmts on Tax Roll:**

- **MOTION (Mattoon/Hurd)** authorizing the Clerk/Treasurer to place the delinquent utility, special charges, and special assessments on the tax roll. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes.

**G. Consider Recycling Special Charge for 2023/Payable 2024 Tax Bill:**

- **MOTION (Mattoon/Herbison)** approving the placement of a recycling charge as determined by Eau Claire County on the tax roll. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Goodman-yes, Herbison-yes, Hurd-yes.

#### **14. Committee Recommendations**

**C. Name for Ballfield:**

- **MOTION (Herbison/Hurd)** to send the matter back to the Community Relations, Recreation & Health Committee for further discussion. PASSED, without negative vote.

#### **15. Possible Assignment to Committee**

**C. Amendment to Chapter 185 Sexual Offender Registry Restrictions:**

- **MOTION (Hurd/Aylesworth)** to send the matter to the Public Works, Public Safety & Property Committee for further discussion. PASSED, without negative vote.

#### **16. Adjournment: @ 9:08 p.m.**

Renee Roemhild, Clerk/Treasurer