

MINUTES OF WALDO VILLAGE BOARD MEETING FEBRUARY 13, 2017

The meeting was held in compliance with the Open Meetings Law and was called to order at 6:00 p.m. Trustees Mike Hintz, Dennis Reinemann, Scott Wolfert, Mark Spitz and President Dan Schneider were all present. Also present were Rodney Schroeter (The Review), Jim Parrish, Jack Parrish (arrived late), Paul McMullen, Jim Piper, John Port, Bruce Neerhof and clerk-treasurer Michelle Brecht.

Paul McMullen shared plans for a fundraiser for fellow Cascade fireman, Frank Arbuckle. Frank has had a serious injury with his hand. Paul and friends are planning a bean bag toss tournament at the Memorial Hall in Waldo on April 1, 2017. The event will run from noon to 6:00 p.m. There will be food and beer available. Area residents have pooled funds to pay for the rental. Registration for the event will be computerized. More information will be available soon. The liquor license will need to be settled, yet. Michelle will check into those details with Paul. The Board approved of the Memorial Hall being used for this purpose.

An application for a temporary Class "B" picnic (beer) license for the Waldo Fire Department's 43rd Annual brat fry was reviewed and approved after a motion by Dennis Reinemann and a second by Mark Spitz. The brat fry will be March 12th at the Memorial Hall.

Agenda items 5 and 6 were postponed until Jack Parrish's arrival.

Facility rental applications were reviewed and approved after a motion by Mike Hintz that included the waiving of Jennifer Leiffring's rental cost and a second by Dennis Reinemann. The applications were as follows:

- Kathy Willeford, non-resident/repeat renter, July 8th, graduation party, clear record, payment received
- Jason Parrish, resident, Memorial Hall, April 1 fundraiser for Frank Arbuckle fundraiser
- Karina Aguirre, non-resident, frequent renter, Village Hall, Feb. 4th, baby shower, payments received (rental app. came between meetings/clerk approved)
- Jennifer Leiffring, resident, Village Hall, previous renter, March 5, vendor fund-raiser for Ryan Moyer family, payment received

Treasurer's Reports were reviewed and approved as presented. Motion by Mark Spitz. Second by Mike Hintz. (Report will be filed with these Minutes)

Vouchers were reviewed. They included the February Settlement checks to the State/County, Lakeshore Technical College and Sheboygan Falls School. Mike Hintz made a motion to approve of checks #13264-13303 and the online payroll liability payment for a total of \$160,158.04. Dennis Reinemann seconded. Approved.

The Minutes from January 9, 2017 were reviewed and approved as presented after a motion by Mark Spitz and a second by Scott Wolfert.

President Dan Schneider presented his rationale for advising the Board to hire a Village Administrator. He shared the on-going difficulty of finding willing and qualified candidates for the President position and often for the Trustee positions. People are busy. The jobs are basically a volunteer positions. (Trustees annual salary is \$750.00, the President \$1500.00) The possibility of a the President position being filled by a single write-in candidate with minimal number of votes is a reality. It doesn't guarantee that the person is really qualified to hold the office. An Administrator would help the long term consistent running of the Village continue. They would take the lead on continuing the financial well being of the Village, would prepare the budget for the Board, oversee the long term planning of Village projects. He has spoken with Bruce Neerhof about taking this on. He has been assuming most of these roles already. He has agreed to being considered for the position formally for an additional \$2400.00 salary. When asked if that was enough, he responded "consider it a hometown discount". If it turns out that he should be paid more, the Board can address it with next year's budget. When asked for Bruce's feedback he shared that for the last two years Dan has been delegating more and more to him and that he and Michelle have handled the load together. Dan shared that Bruce has a vested interest in the success of the Village. He will report to the Board regarding day to day operations, have direct supervision over employees, oversee and implement the 5 year plan for Village projects, and take over the President's daily decision-making demands (like building maintenance). Hiring him can be done by a Resolution by the Board. He shared that it would provide for continuity and good decision making going forward. Dan asked the Board and the audience to put the information out to the public and get feedback. Dan will send a draft of the job description to the Board members before the next meeting. The proposition will be on the March agenda. The Board also discussed ideas for promoting the positive aspects of serving the Village as Trustees and Utility Board members.

President Schneider then discussed the Clerk-Treasurer position compensation package. He shared that historically the job has been "basically a volunteer position that has turned into a full time job". The Board has gone into closed session the last two months to discuss how to deal with the position's compensation. The Board feels that it isn't

healthy if we have a high turnover in the Clerk-Treasurer position as well as on the Board. They did lengthy research regarding the going rate for the job. Michelle currently has a salary position of 2080 hours/52 weeks per year based on \$13.00 per hour, no paid vacation time, no benefits for retirement or medical. Keeping in mind our budgetary constraints, they are going to offer a salary position based on \$18.00 per/hr. split between the Village and Utility. He shared that it is still on the low side and offers no benefits but that it is a \$10,000 annual increase. The breakdown will be 55% Village cost and 45% Utility cost. It will include 7 paid holidays and 2 weeks paid vacation time. The Board will also continue to support the cost of her Clerk Certification and Treasurer's Completion within the next two years. Motion to approve compensation package: Mike Hintz. Seconded: Mark Spitz. Approved.

The Police Report included 5 winter parking tickets, 3 warnings, 11 complaints, 8 property checks, a controlled burn, 3 abandoned vehicles on private property, vehicle with a flat tire, and a suspicious vehicle in business after hours. 10 hours and 53 miles were logged. The increased appreciation of increased police presence on HWY 28 was voiced. Michelle was asked to contact Cory to make sure he knows about that "jake-brake" signs have been re-erected.

Correspondence included the newest newsletter from the League of Municipalities that highlighted the governor's recent budget speech/proposals.

Mark Spitz shared that he and Michelle attended the January 20th Wisconsin Towns Association meeting in the Town of Mosel. The speaker, while passionate about his topic, wasn't pertinent to Waldo's needs. (The topic was "Premature septic system failures") Three Wisconsin legislators also attended and were available for personal discussion. "Overall not much to report", shared Mark.

Jim Parrish shared about the 4-H Archery Project's need for a place to practice in the winter. He has measured within the Memorial Hall to see if it would be feasible for 6 weeks during the winter just prior to an annual competition. Building and personal safety would be the #1 concern. Drawing County wide about 50 young people would be involved (including some Waldo residents). More specific details need to be figured out, but he wanted to bounce the possibility past the Board. President Schneider asked for him to put a plan together and bring it to the March agenda. Michelle was asked to contact our insurance carrier to see if we are properly covered for such an event.

Jack Parrish shared some updates/proposals on behalf of the Mill Pond Association. He showed their proposed new sign for the dam site and shared about the plan to put up a new bench. The bench would be a memorial bench honoring Ben Dekker. There is also some discussion about a possible Eagle Scout project that would provide for a more permanent fishing dock. He also shared that he had a lead on some free clay that could be used behind the berm. Bruce will talk to the County about this idea.

Motion to adjourn: Mike Hintz Seconded: Dennis Reinemann Adjourned at 7:15.

TREASURER'S REPORT FOR FEBRUARY 13, 2017

VILLAGE GENERAL ACCOUNT

Account Balances

on 02/13/2017

Project Fund	125,905.47	
General Fund	108,580.28	<u>after tonight's vouchers</u>
Recreation Fund	8,331.70	
Cemetery Fund	6,752.52	
Mill Pond Dam	1,501.92	
Debit	306.92	<u>tonight's voucher brings up to \$1000.00 again</u>

DEPOSITS IN JANUARY

Property Taxes	141,736.67	
facility rentals	\$260.00	
burn permits	30	
from "due from Utility" account	\$3,018.99	
Dog licenses	117	
Transportation Aid	2264.19	
		=Total
Interest on 01/31/2017	\$63.68	\$147,490.53

TAX SEASON BREAKDOWN

STATE LEVIED IN WALDO	5057.82	
COUNTY LEVIED	174,561.75	
WALDO LEVIED	191,600	
FALLS SCHOOL LEVIED	306,919.79	
LAKESHORE TECH LEVIED	23,980	
AMOUNT TAXES WE SHOULD RECEIVE IN 2017		716,380.08

(this number includes delinquencies, lottery credits & first dollar credits)

Tonight's February Settlement checks pay off the remainder of these.

AMOUNT OF TAXES WE HAVE RECEIVED TO DATE		531,205.50
--	--	------------

(The County will continue to take payments on our behalf with 2nd installment payments)

DEBIT CARD PURCHASES

(We will no longer do online transfers into this account. You will see the Debit Card reimbursed with a voucher each month. I will list the purchases here, however, in order to give more detail of the expenses.)

1/16/2017	Fleet Farm: tools from the budgeted utility plan-so will be reimbursed by Utility		
1/18/2017	Office Supply:hanging file frame, 2 boxes hanging file folders	COSTS:	
1/17/2017	Registration for annual Clerk's Institute in Green Bay	Tools	98.14
1/17/2017	WMCA annual membership renewal for Clerk-Treasurer	Registr.	472
		membshp	65
		filing	64.81
	previous Dec.	refund	-6.87
		total	693.08