

MINUTES OF THE VILLAGE OF WALDO
BOARD OF TRUSTEES
MEETING OF
MONDAY, APRIL 11, 2016

The meeting was called to order at 6:00 p.m. and was in compliance with the Open Meetings Law. Trustees Mike Hintz, Dennis Reinemann, Galan Gatzke and President Dan Schneider were present. Trustee Scott Wolfert was absent. Also present were Rodney Schroeter (*The Review* correspondent), John Port, Karen & John VanEss, Mel Schneider, Jonathon Roll, Adrian Smith, Jim and Preston Kvindlog, Mark Spitz and clerk Michelle Brecht. New Trustee Mark Spitz and returning Trustee Mike Hintz were sworn in for their new two year terms. With Scott Wolfert's seat vacant, Mark Spitz was invited to sit at the Board table and be privy to the notes. He did not vote at this meeting. John Port noted that Mark should technically not be at the table until next meeting.

Jonathon Roll and Eagle Scout mentor Adrian Smith shared a plan for the Mill Pond area. Jonathon is hoping to earn his Eagle Scout badge by doing an improvement project at the site. Chuck McCoy and Jack Parrish, from the Mill Pond Association, have suggested to him that branches and debris be removed from the lower dam area. Jonathon shared some photo explanations to the Board. Some of the tree debris they cut up will need to be allowed to float downstream. When the debris gets past the bridge over Hwy 57, it will need to be hauled out of the water. Jonathon voiced concern of how to dispose of the tree debris. Dan Schneider said to let him know when the project date is and the Village would help. The Village has plans to take down some trees in the Village and he would schedule the equipment with Jonathon's date in mind. The Mill Pond clean up will make a better view of the nature area. It will also help the water run smoother when there are high water moments. Adrian Smith commented that all such improvements can help make the area a "crown jewel" for Waldo and lead to more visitors. More visitors will also discourage unsavory activity in the area. Jonathon is waiting on approval from the Boy Scouting Council for his project. They have set a project date of June 11, 2016 pending that approval. Motion to approve Jonathon Roll's project at the Mill Pond area as presented: Dennis Reinemann. Seconded by Mike Hintz. Approved.

Waldo is privileged to have another Eagle Scout project in the works as well. Preston Kvindlog gave an update on his project to improve the Waldo Fire Department training facility at the Village Park. In 2015 Preston had come before the Board with an extremely ambitious project to enlarge and remodel the current structure. He has had to scale back and make the project more feasible. He will still be updating the training facility by replacing the current windows and staining the front deck on the building. He hopes to start work in mid May. This facility plays an important role in WFD training exercises and is used by other departments. We thank both of these young men for serving the community of Waldo!

The annual insurance policy was briefly reviewed. The changes proposed left the Board with questions. They tabled making a decision until next month. An insurance representative come to the meeting on May 9th. The policy will be voted on at that time.

A temporary "Class B" liquor license application was presented to the board. The Waldo Lions club is hosting its annual Pork Chop Dinner at the Memorial Hall on April 30th from 4:00-8:00 p.m. Motion to approve the license: Mike Hintz. Seconded: Dennis Reinemann. Approved.

Luedke Farms has a contract with the Village to farm the 29 acres north of the Treatment Plant. The contract is a three year contract that is in its second year. The contract needs to be renewed each of the 3 years in case changes by either party are requested. Luedke Farms is satisfied with the current contract and has pre-signed their portion. A motion to renew the contract as presented: Mike Hintz. Seconded: Dennis Reinemann. Approved.

Facility rental applications were reviewed. They are as follows:

- Karina Aguirre, Memorial Hall, April 17th, family gathering, non-resident, clear record, money not received yet. (note: received the morning after this meeting)

- Senator Duey Stroebel, Village Hall, Thursday, May 12th from 5:30-6:30 p.m., for one of his “Town Hall Meeting” events, no charge for the event use
- Waldo Lions Club, Memorial Hall, April 30th for annual fundraiser, Pork Chop Dinner, no charge for the event use
- Heather Carroll-TeBeest, Village Park, July 17th for graduation party, clear record, payments received
- Marie Pocian-Beaudry, Village Hall, May 21st, baby shower, payment not received yet.

Motion to approve rentals pending proper payment: Galan Gatzke. Seconded: Mike Hintz. Approved.

John Port has presented Dan Schneider with two lists of Code Book editing errors. The first list includes spelling, formatting & syntax errors that do not change the meaning of the text involved. The second list has some requested changes that could change the meaning of the text. The first list is an easier fix for the Board. The second list would need to be treated as ordinance changes and take more steps by the Board. Dan gave copies to all the members and asked them to look them over carefully. Actions on the changes will be addressed at the May meeting.

President Schneider then presented Agenda items #10-14 in one discussion but with individual motions. In an effort to save Village dollars without sacrificing services, he has checked into outsourcing our grass cutting and snow plowing labor. In order to get a true cost comparison, he has had two companies give him lump sum quotes on grass cutting and snow removal. Both quotes are to cover an annual service no matter how many grass cuttings or plowings are necessary. The quotes include weed whacking/hand mowing or hand shoveling/salting. The companies will provide their own equipment, gas and salt. The grass cutting includes the Cemetery, Park, Mill Pond, Village Hall, Memorial Hall, and Treatment Plant. The snowplowing would prioritize the Fire Department and Village Hall and then finish the other Village areas currently done by the Village staff. If we farm out these jobs, the snow plowing quotes were \$5000.00 and the grass cutting was \$7500.00. In 2015 the Village spent \$63,276.00 in salaries for Dale and John. We have had full time Department of Public Works staff; at times 2 and 3 on staff at a time. The Treatment plant is different now and not as labor intensive. Bruce Neerhof is on board now and has come with a lot oversight knowledge, ability and experience. If we outsource the grass and snow needs, the DPW position can be a part time position. Dale has served the Village well and is a friend; this is not a hasty decision. Dan spoke with Dale prior to the agenda posting and the meeting. He is not interested in a part time position. By outsourcing the grass/snow needs at the quoted costs, the Village could hire a part time DPW employee at \$17,500.00. This would save the Village nearly \$29,000.00 just in salary. There are also equipment costs, gas and salt savings. Dan has explored part time positions after Dale shared he would not be interested. Some have Operator’s Licenses but don’t have Certifications in Sand Filter treatment plants. (Sand Filter certification is relatively new.) One individual that Dan has spoken with is scheduled to take his Sand Filter test in May (at his own expense).

Dan would like to see the Board provide a compensation package for Dale of 8 weeks of pay. He has been with the Village for 5 years and has always done well. Dan would want to make sure he is compensated appropriately. “He is a hard worker and will land on his feet, but we need to treat him properly.” Dale will stay and transition with Bruce Neerhof for one week. The part time DPW employee will probably be in the Village in the afternoons. He will split his hours 10-20 per week depending on the needs of the week. Bruce and he will plan the week’s expectations ahead of time. Emergencies will be handled as they are now. There are alarms that contact who are on call. Most of these need outside help and their special equipment, so don’t really dip into the DPW hours. It will be an hourly wage that will be monitored by Dan and Bruce in order to regulate overtime. A question was asked if 8 weeks is over generous if he finds a job right away. If he finds work right away, he may have the “pleasure of double dipping”. However, if he doesn’t find work right away, we need to treat him appropriately. A basic compensation package will make sure he lands on his feet. This is a decision with the future in mind. We have projects coming up in the next five years. An example is the Phosphorus removal regulations. We have begun an experimental phosphorus removal trial. If it is successful,

we will have a \$75,000.00 cost. If it does not work, we are looking at a \$500,000.00 project for the Treatment plant. Dan shared, "I like Dale. This wasn't easy, but I have to look out for the Village needs."

Mike Hintz made a motion to authorize Dan to engage in negotiating a contract for outsourcing our grass cutting needs at a total of \$7500.00. Seconded by Dennis Reinemann. Approved.

Mike Hintz made a motion to authorize Dan to engage in negotiating a contract for the Village snow removal needs at a total of \$5000.00. Seconded by Dennis Reinemann. Approved.

Mike Hintz made a motion to change the Waldo Department of Public Works (DPW) to a part time position. Seconded by Dennis Reinemann. Approved

Mike Hintz made a motion to authorize Dan to act on preparing a compensation package of 8 weeks of pay for Dale. Seconded by Dennis Reinemann. Approved.

Dennis Reinemann made a motion to allow President Dan Schneider to act on negotiating a contract for a part time DPW employee at \$17,500.00 per year. Seconded by Mike Hintz. Approved.

The police report was reviewed. In March, Waldo had one speeding ticket, 5 warnings, 2 complaints investigated, 5 property checks, winter parking patrol and the theft of a traffic cone. Ten hours were logged.

The Minutes from 3-14-16 were reviewed and approved after a motion by Mike Hintz and a second by Galan Gatzke.

The Treasurer's Report was reviewed and approved after a motion by Mike Hintz and a second by Dennis Reinemann. (They will be included at the end of these Minutes.)

Vouchers 12922-12954 with online liabilities payments and a transfer to the Debit card for a total of \$65,321.43 were approved after a motion by Mike Hintz and a second by Galan Gatzke. (These vouchers included a check for \$49,500.74 to the Clean Water Fund. This is the Village's May 1st portion of one of the Treatment Plant loans.)

Dan gave an update on the website. There have been over 1000 views this past month. Meeting notices, agendas and approved Minutes are posted there. There is also a monthly newsletter that will be updated after the Village Board meetings. If residents have something they would like to have included, they can email their news to Michelle.

Correspondence was a brochure from the League of Municipalities listing upcoming classes appropriate for the Trustees to attend.

The Board needs to review Board of Review Training. Dan asked the Trustees to stay after next week's Utility Board meeting for the DVD training.

The Hunter's Grove legal procedures have moved on to the next stage.

Public Comments:

- Rodney Schroeter asked how quickly should one expect the Trustees to answer their new emails? Most check and acknowledge their emails within 24 hours.
- John Port thanked Galan for his years of service on the Board. Galan received grateful applause. Thank you, Galan!
- John Port also welcomed Mark Spitz to the Board.
- Mel Schneider asked what would happen to the lawn and snow equipment that the Village owns. Dan responded that we should keep it for a bit and not give up "capabilities". We will have to re-evaluate what equipment we really need to keep. Perhaps we will reduce the vehicles and keep them at the Treatment Plant. The garage wouldn't need to be constantly heated if we don't have to keep a diesel truck warm.

Mike Hintz made a motion to adjourn. Dennis Reinemann seconded. Adjourned at 7:15.

The Treasurer's Report continues on the next page.

TREASURER'S REPORT FOR APRIL 11, 2016

RECREATION ACCOUNT

on 3/1/16	9065.88	
on 3/31/16 interest	1.92	
on 4/11/16	9067.8	

MILL POND DAM ACCOUNT

on 11/09/15	1497.22	
on 12/31/16 interest	0.94	
on 3/14/16	1,498.16	

CEMETERY ACCOUNT

on 12/31/15	6,231.65	
on 03/31/16 interest	\$3.88	
on 3/08/16 staking	35.00	
	6,270.53	

VILLAGE PROJECT FUND

on 3/1/16 total	105,213.12	
on 3/31/16 interest	62.55	
on 3/14/2016	105,275.67	

VILLAGE GENERAL ACCOUNT

on 3/15/2016-(after last meeting)=		111,286.50
Total March Deposits		7511.26
Transportation Aid 4/7/16		2,028.69
	Balance after vouchers	56,311.02

DEPOSITS in March

special assessment letters from house sales		\$50.00
facility rentals		\$65.00
Building Permits		\$25.00
burn permits		\$20.00
from "due from Utility" account		\$4,586.13
Dog licenses		\$216.00
finer collected		\$45.00
delinquent water/sewer payment from tax roll		\$2,478.13
interest on account 3/31/16		\$26.00
	Total March Deposits	\$7,511.26

PROJECTED INCOME:

on 4/20/16	Lottery Credit Payment-estimated	4,800.00
on 7/6/16	Transportation Aid	2,028.89
on 7/24	Shared Revenue(close estimate)	11,440.00
on 8/20	August Settlement	47,034.83

UPCOMING SIGNIFICANT OUTLAY

OCTOBER	Village portion CWF loan	8,789.19
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