

MINUTES OF THE VILLAGE OF WALDO  
BOARD OF TRUSTEES  
APRIL 9, 2018

President Gary Dekker called the meeting to order at 6:00 p.m. The meeting was held in compliance with the Open Meetings Law. In addition to President Dekker, Trustees Mark Spitz, Jerry Hammarlund, Chris Madgwick and Mike Hintz were all present. Also present at the meeting were *The Review* correspondent, Rodney Schroeter, Administrator Bruce Neerhof, Ray & Carol Edwards, Lee Anne & Tom Gilson, Emily Meyer, John Port, John & Karen VanEss and clerk Michelle Brecht. Gary Dekker introduced Ray Edwards, thanking him for his service in recognizing Veterans, and asked him to lead the Pledge to the Flag. The Board thanked Carol and Ray for coming to the meeting even though they aren't Village residents.

At the April 3, 2018 election Mike Hintz and Mark Spitz were re-elected to two year terms as Trustees. The clerk led them through their oaths of office and thanked them for being willing to serve again.

The Minutes were reviewed and approved after a motion by Chris Madgwick and a second by Mark Spitz.

The Insurance Policy renewal is due on May 1, 2018. The renewal policy had been emailed to the Board members prior to the meeting. Mark Spitz made a motion to approve as proposed with the increase in "dishonesty blanket" coverage as recommended. Mike Hintz seconded. Approved.

Emily Meyer was invited to speak with the Board. Emily is a resident of the Berry Fields subdivision and lives on Mulberry Drive. Several neighbors have been planning a Block Party for the subdivision as a way of connecting with one another and meeting some of the new residents. They are requesting that the cul de sac at the end of Mulberry Drive be closed off from traffic. Bruce shared that the police and fire dept. should be notified of the event and road block. He will look into arranging barricades. Motion to approve of the May 12, 2018 Block Party on Mulberry Drive with a road closure at the south end of Mulberry was made by Chris Madgwick. Seconded by Jerry Hammarlund. Michelle was asked to notify the Police patrol and the Waldo Fire Department. Emily was thanked for coming.

Facility Rental Applications were reviewed. All records had been checked. All were paid except for where noted below. ( Completed Applications pending but dates were requested to be reserved.)

- Cynthia Turck, retirement party, 4-8-18, Village Hall, paid
- Ruby Reyes, 9-22-2018, Mem. Hall requested reservation
- Aracelli Vasquez, quincienara, Mem. Hall, 6-16-18, paid
- Word of Grace church picnic, (Jamie Hubbard), July 21, 2018, Park, paid
- Yesenia Garcia, wedding, Mem. Hall, June 23, 2018, paid
- Jessica Decker, family gathering, Vill. Hall, April 29th, resident

Motion to accept all applications as presented : Mike Hintz. Seconded: Mark Spitz. Approved.

The Treasurer's Report was reviewed and approved as presented after a motion by Mike Hintz and a second by Chris Madgwick. (A copy of this report will be included at the end of these Minutes.)

The Vouchers were reviewed. Of note is the large voucher to the Waldo Water and Sewer. This is the Village's portion of the May 1st Clean Water Loan payment and includes principal and interest charges. This was check #13827 for \$50,426.25. (The Nov.1st payment will only include interest charges.) Mark Spitz made a motion to approve checks 13797-13847 including online payroll liabilities payments dating from 3-15-18 through 4-10-18 for a total of \$64,510.77. Seconded by Mike Hintz. Approved.

Administrator Bruce Neerhof shared his "March 2018 Administrative Report". It included the following:

1. Planning continues on the large Maintenance Projects. Of particular discussion were the ADA compliance projects at the Village Hall. The Harmon Street parking area will cause the new sidewalk to encroach on the Spruce Tree. The general consensus was that the Board would like to save the tree if possible. It's health will be evaluated by Mike Kitzerow (also an arborist) as part of the decision. The nearby Ash tree is diseased by the Emerald Ash Borer. It will be coming down this summer. If the Spruce is going to come down, too, both should be done at the same time. Mike Kitzerow will prepare and implement a landscape plan for the area as well. (This is a cost savings for the Village and he has significant experience doing this.) Bruce will bring several ideas and proposed costs to the Board next month.
2. The railroad was contacted about blocking the crossing and they said it won't happen again. They were also asked to clean up the junk piles along the rails on Depot Street. They said that they are bringing in equipment to do that in the mid-summer of 2018.

3. The Plan Commission recently met to continue working on the 10 year Coordination Plan update. The recent meeting focused mainly on the Land Use map. There was a good turnout of land owners for the meeting which led to good discussions. The next step will be a Public Hearing before the Plan Commission members on May 14, 2018 at 5:30 p.m. If there are no objections, the Plan Commission can make a Resolution to present to the Village Board at their regularly scheduled meeting following the Public Hearing. With no objections by the Village Board, the Trustees can propose an Ordinance to Amend the Coordination Plan.
4. Gary, Bruce and Michelle have been discussing some fee schedule updates, particularly related to the Memorial Hall rentals. They will bring a fee schedule change proposal to the Board soon.
5. Last month there was discussion of bringing Christmas decoration electricity to a few light poles along West First Street. The pole farthest West would cost \$2500 to upgrade. Instead of using this one, it was suggested that a decoration could be put on the pole near Kvindlog's. That pole's upgrade will only cost \$450. A couple of businesses have offered to donate toward this project. Bruce will continue to get the details and let the Board know next month. With the donations, he may not need to request additional funds from the Board.
6. A First Quarter Building Inspector Report was shared.
7. The recent late-spring snow fall was plowed by a rookie driver from the County. He was told to be conservative on the road edges ; the frost is out and turf damage can be a problem. He was a bit too conservative, leading to some complaints. Another driver was sent in to clean up the Village.
8. The Gilson's were at the meeting. They are neighbors to a foreclosed trailer property on West First St. Bruce shared updates regarding this troublesome property. He has spoken with the Village lawyer who shared that legally and technically the Village Board didn't have the authority to grant the variance that led to this trailer. It should have gone through a Board of Appeals, then the Plan Commission and then the Village Board. We could ask owners to remove the trailer but they would probably counter-sue, costing us legal fees beginning at an estimated \$2000. Bruce then called the bank in East Lansing who owns the property. He shared that the trailer really isn't there legally and that it can never be replaced by another trailer. He asked what their intentions are. They said they hope someone buys it and fixes it up. The property was vacated with a \$27,800 unpaid mortgage. The current bank owner is asking \$54,000. It is not a buildable lot both in size and width. He shared that it would be best if the trailer was removed and the land sold to neighbors. The bank representative said that he would pass that information on to "his team". Tom Gilson asked if Bruce would contact the appropriate people and share that whomever they had hired to take care of the mowing last year failed at their task. He was the mower and he would like to not have to do that again this summer. Bruce will share that information.

President Dekker introduced Agenda item #11. He shared that last month the Board had properly gone into closed session but had fumbled with their motion once reconvened. They had agreed in closed session to speak to Mike Kitzerow and Michelle Brecht about payroll compensations before sharing in public the decisions agreed upon. Their motion had appeared to side step the public notification of their compensation decisions. Tonight they were choosing to go into closed session again and clean up their motion upon reconvening. He apologized for the parliamentary stumble. Mike Hintz made a motion to go into closed session under the following Wisconsin State Statutes (Wis stats 19.85(1)(c) & (e) "to consider employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, or to preliminarily consider specific personnel problems that, if discussed in public would likely have a substantial adverse affect on the reputation of those involved." Roll Seconds were called and motion was unanimously Approved. They went into closed session (in the clerk's office) at 6:50 p.m. Tom and Lee Anne Gilson and Emily Meyer excused themselves from the meeting at this time. The Board asked Michelle to join them for an employee review during the beginning of the session. After her review she left the office and waited in the Village Hall meeting room. When the Board members returned to the meeting room, Mike Hintz made a motion to reconvene the meeting. Roll Call seconds were called and unanimously approved. Mark Spitz made a motion that per closed session discussions, he would like the Board to raise Mike Kitzerow's wages from \$30 per hour to \$31.20 effective the next pay period. Seconded: Mike Hintz. Approved. Mark Spitz made a motion per closed session discussions to increase Michelle's salary based on \$18.00/hr/40 hour work week to \$20/hr/40 hour work week effective the next pay period . Seconded by Mike Hintz. Approved. (Of note : both payrolls are split between the Village and Utility and will stay within the budgets.)

The Police Report was reviewed. Waldo had 2 warnings given, 3 complaints logged, 15 property checks, for 10 hours . Patrols tended to a dog at large, patrolled WFD brat fry, patrol at Grothman Town Hall meeting. No problems.

Correspondence from the Clerk included the *Municipality* magazine from the League of Municipalities and a brochure page describing a Trustee training opportunity. A pertinent webinar can be purchased in an audio /workbook format for the Board to go through during the "down time" occurring the Board of Review. She will purchase it and have it ready for that meeting.

Reports and Updates from the Board:

- Pot holes, especially in the alley areas, will be dealt with when it warms up.
- Mark Spitz shared that at the Plan Commission meeting Brian Wimmler had a recommendation/suggestion for the Board. The scrub brush area south of the cemetery would look better to a developer or buyer if it was cleaned up.
- President Dekker shared that he will be "missing in action" for awhile. He will have his left shoulder replaced on April 11th.

There was no public comment.

Motion to adjourn: Mike Hintz Seconded: Mark Spitz Adjourned at 7:28 p.m.

## TREASURER'S REPORT FOR MARCH

### VILLAGE GENERAL ACCOUNT

#### Account Balances

on April 9, 2018

<b>Project Fund</b>	\$144,824.36	
<b>General Fund</b>	\$72,395.12	<u>on April 9th after vouchers</u>
<b>Recreation Fund</b>	\$8,398.02	
<b>Cemetery Fund</b>	\$7,119.10	
<b>Mill Pond Dam</b>	\$1,506.61	
<b>Debit</b>	\$1,000.00	<u>after tonight's vouchers</u>

#### DEPOSITS IN MARCH

Second of Four Transportation Aid payments	\$2,527.27
facility rentals	\$40.00
burn permits	\$30.00
from "due from Utility" account	\$2,622.59
from "due from utility" account	\$27.92
Building Permits	\$25.00
Temporary Liquor licenses	\$10.00
finest	\$7.56
General Fees	\$74.00
dog licenses	\$171.00
Interest on 03/31/2018	\$29.44
<b>TOTAL</b>	<b><u>\$5,564.78</u></b>

#### Significant anticipated income

Due from Utilities tonight (note-higher due to some Feb. bills captured in March)	\$3,781.16
Lottery Credit payment April 16th	\$4,971.25

#### Upcoming Significant Outlay

Oct. meeting Clean Water Loan portion	\$7,789.91
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