

MINUTES OF THE VILLAGE OF WALDO
BOARD OF TRUSTEES
MEETING OF 1-14-2019

The meeting was called to order at 6:00 p.m. Present were President Gary Dekker, Trustees Mark Spitz, Jerry Hammarlund, Chris Madgwick and Mike Hintz. Also present were *The Review* correspondent Rodney Schroeter, John & Karen VanEss, John Port, Clerk Michelle Brecht and Administrator Bruce Neerhof. The meeting was held in compliance with the Open Meetings Law. After the Pledge to the Flag was recited the Minutes from 12-10-18 were reviewed.

Motion to approve Minutes as presented: Chris Madgwick. Seconded: Mark Spitz. Approved.

The Treasurer's Report was reviewed. Of note was the status of tax payment season. A copy of the report will be included at the end of these Minutes. Motion to approve Treasurer's Report: Mike Hintz. Seconded: Mark Spitz. Approved.

The Vouchers were reviewed. The large total disbursements largely impacted by the 3 January Settlement checks that went out to Lakeshore Technical College (\$13,538.65), Sheboygan Falls School District (\$163,007.18), Sheboygan County Treasurer (\$93,201.62). Mark Spitz made a motion to approve check numbers 14159-14228 plus payroll liabilities payments for a total of \$292,460.34. Seconded by Chris Madgwick. Approved.

A 2018 year end Building Permit report was shared. There were 38 permits issued (no new home construction). Bruce Neerhof gave his Administrative Report. It included the following:

December 2018 Administrative Report

1. Update on Village Hall ADA restrooms and HVAC project.
The restroom project will be started by the 1st week in February.
The HVAC options were briefly discussed. That project will be mid-year.
2. WSOR parking Engine by residents north of Ferrell Gas.
The diesel engines were allowed to sit idling for days. It was very disruptive to the neighboring residents. As soon as the office received their complaint; Bruce called the contact person and the engines were moved farther up the line. The residents were encouraged to let us know more quickly next time and not let the problem linger.
3. LRIP paperwork and bidding ready for High Street for January 2019
The notices were in the newspaper, and at the posting places. Bids will be opened Jan. 30, 2019.
4. Meeting with SCEDC
(Represents Sheboygan County Economic Development) Bruce went to one of their presentations and spoke briefly about some options in Waldo. They are going to meet again and discuss options further before reporting anything more to the Board.
5. First Street trailers owners contacted again about large tree branch down. Branch is gone.

2019 Budgeted Capital Improvements were reviewed and acted on. The purchase of a Kohler Generator was reviewed first. The Kohler Company has given the Village approximately a \$1000 discount. The generator will be powerful enough to run the well pump and power the Village Hall in an emergency situation. The Water Dept. and the Village will share in the cost of the generator. The new loan from Waldo State Bank helps the Village cover their portion. Mark Spitz made a motion to approve of the generator purchase for a total of \$30,650.00; with the Village paying \$7650.00 and the Utility paying \$23,000.00. Seconded by Chris Madgwick. Approved.

The electrical system for the Village Hall/Fire Dept and Well Pump house are all in need of an upgrade both because of age and because of the generator's electrical requirements. Mark Spitz made a motion to approve of the Specht Electric proposal of \$43,200.00 with the Village paying \$11,200.00 and the Utility paying \$32,000.00. Seconded by Jerry Hammarlund. Approved.

The next project piece necessary for the new generator is a Variable Frequency Drive (VFD). This contract will be with the Utility Board but was explained at this meeting as well since it is also pertinent. This will cost \$6952.00 and the work is proposed to be done by Municipal Well and Pump. It will be acted on during the meeting following this meeting.

The Utility Board will also be asked to approve of Energenics hooking the generator up to the SCADA system. This, too, will be reviewed and acted on during the following Utility Board meeting.

Michelle provided the Board with a packet of information regarding a tax payer's appeal to have a tax payment refund. The resident had taken out a \$100 remodeling permit in March of 2017. The Village Assessor is Grotta Appraisals. Grotta had sent the resident two letters requesting an inspection and/or communication regarding the project's progress. The resident did not respond; so the Assessor considered the project "complete" and estimated the value increase. This led to a \$96.00 tax increase. It was at tax payment time that the resident noticed the value increase. A Permit Renewal should have been purchased in March 2018 (\$25), if we were aware of the project not being complete. The letters from the Assessor were sent in March and April. By the Assessor calling the project 'complete', we also weren't notified that it wasn't. The building permit is a legal document and states that the resident has one year to complete the project. The way the project stands now, it requires a belated permit (\$25), a new permit in March 2019 (\$25) and an additional (\$100) re-inspection fee. Grotta Appraisals will be reaching out again this Spring with similar letters. They will determine any value change upon inspection. The Board felt that the burden of fault lay with the resident, but that they wanted to work with the resident. Mark Spitz made a motion to (1) deny the appeal for a tax refund but, (2) allow the resident to purchase the renewal permits for \$50 and waive the \$100 re-inspection fee. Seconded by Jerry Hammarlund. Approved.

The Board reviewed the new County contract with Orange Cross Ambulance. This contract came to the Clerk after she had already posted the Agenda. The Agenda was amended to include it. On the Agenda it is listed as needing a motion to approve the contract. Upon further reading, the Board does not need to approve of it. They DO have to let the County know if they choose to hire their own EMS provider. The Board chose to make a motion of confirmation. Mark Spitz moved to confirm with the County that the Village of Waldo will use Orange Cross Ambulance as their primary provider. Seconded by Jerry Hammarlund. Approved.

The Police Report was reviewed. Waldo had a speeding citation and a winter parking citation. A speeding warning and a winter parking warning were also given. There was one complaint investigated and 20 property checks representing 10 hours and 62 miles logged.

Correspondence was the *Municipality Magazine*.

Reports and Updates From the Board included the following:

- Congratulations Waldo Fire Department for putting their new Engine #9 into service!! "Waldo" is painted on the window.
- John Leverenz donated \$200 toward the cemetery stone repairs. A Thank You note for Mr. Leverenz was passed amidst the Board members for their signatures.
- There will be no need for a February 19th Primary.
- Chris Madgwick brought up discussion regarding a dog park. The concern with this project is the ongoing cost of upkeep that would be borne by the Village. The neighboring communities (that have dog parks) gave negative feedback to the Trustees who talked with them previously. The idea wasn't voted on, only discussed.
- Another discussion was a bit of brainstorming regarding the front lawn of the Village Hall. With both large trees taken down by 2019, there would be a space for a "gathering place". The location focused on the corner where the large pine tree was taken down. The ideas included moving the flag there, placing the Pollard historical marker there, having a Waldo Veterans listing there, having 3 flags there, having a bench & landscaping there. This will be something to work on into 2019. As one Trustee commented: "It is a spot that is ripe for donations.". Another Trustee commented that a careful design would "look more governmental" when completed.

Public Comment:

- Karen VanEss commented on how dark the parking area behind the building is and asked for some lighting to be installed there. The plan is for some motion lights to be installed.
- President Dekker shared that he and Mike Kitzerow have gone to look at a Chevy pick up to replace the aging Ford Ranger. This type of purchase has been budgeted. They have an \$12,000 to work with and do not need to wait for the Board to approve the purchase unless the cost is over that amount. The truck they

are looking at is well below that price. The Village has two trucks that they will sell on the Municipal auction site after they buy a new-to-us truck.

Motion to Adjourn: Mark Spitz. Seconded: Mike Hintz. Adjourned at 7:05.

**VILLAGE
TREASURER'S
REPORT**

MEETING OF JANUARY 14, 2019

Account Balances		
Project Fund	<u>\$128,732.96</u>	<u>(\$20,000 transferred in)</u>
General Fund	\$146,171.39	
Recreation Fund	\$8,413.85	
Cemetery Fund	\$8,248.43	
Mill Pond Dam	\$1,509.45	
Debit	\$1,000.00	

Total interest earned on Village Accounts in 2018=\$1,754.36

TAX COLLECTION UPDATE

Taxes levied	State	\$0.00
	County	\$177,990.73
	Village	\$205,658.02
	LTC	\$25,881.32
	SF Schools	<u>\$311,384.61</u>
	Total Levy	\$720,914.68
		=
Payments received by 12-31-18		<u>\$377,392.66</u>
	Pending	\$343,522.02

Overpayment notes:

*most early December escrow payments based on previous year's tax totals

*overpayment refund total as of now=\$1,544.78

UPCOMING REVENUE

Transportation Aid	Jan. 6, 2019	\$2,444.55	Received
Tax Collections until Jan. 31, 2019		ongoing	
Transportation Aid	4/6/2019	\$2,444.55	
Lottery Credit Payment	4/20/2019	\$4,971.25	
Transportation Aid	7/6/2019	<u>\$2,444.55</u>	