

MINUTES OF THE VILLAGE OF WALDO BOARD OF TRUSTEES
MONDAY, FEBRUARY 11, 2019

The meeting was called to order at 6:00 p.m. Present were President Gary Dekker, Trustees Mark Spitz, Jerry Hammarlund, and Chris Madgwick. Trustee Mike Hintz was absent. Also present were two representatives from Northeast Asphalt, John Port, John and Karen VanEss, Rodney Schroeter (*The Review*), Michelle Brecht and Bruce Neerhof.

The meeting was held in compliance with the Open Meetings Law. President Dekker led in the Pledge to the Flag.

The Minutes of the January 14, 2019 meeting were reviewed and approved after a motion by Chris Madgwick and a second by Mark Spitz.

Agenda Item 5 was a bid opening for the High Street Improvement Project. President Gary explained that the original opening was to have been on January 30, 2019. Inclement weather prohibited this from happening. The opening was rescheduled for this evening. The proper notices and certifications were provided. At this time the Clerk shared that there was only one bid received. She broke the seal and passed the information to Bruce Neerhof to examine and explain. Northeast Asphalt (NEA) was the bid presenter. All materials were present and in order from NEA. Bruce read the bid aloud. The proposed bid was within the Village budget for the project. Bruce explained that after further evaluation of the project and discussions with NEA and the County, we are not able to award the contract at this meeting. The scope of the work changed a bit as NEA saw the age and condition of the road bed. NEA representatives Eric and Fred were invited to explain the situation. The Village is going to use some LRIP funds on this project. Bruce is going to consult with the County and make sure all "the ducks are in a row" before officially awarding the contract. There will be additional paperwork to submit to the State since the project will need to be altered slightly from the first project description filed. Further decisions by the Board will need to be done at the March meeting. The work is planned for over Memorial Day weekend and is expected to last a week. Eric and Fred were thanked for coming and excused themselves from the meeting.

There was only one rental application to review this month. Resident Cheryl Steuerwald would like to rent the Memorial Hall on May 11, 2019 for a family gathering. Rental is paid. Motion to approve: Chris Madgwick. Seconded: Jerry Hammarlund. Approved.

Disbursements were reviewed. An inclusion of a \$40 invoice for website i.t. support was requested. (The invoice came in late). The purchase of a truck with a lift gate for \$11,499.50 was included in these vouchers. Motion to approve checks 14229-14278 for a total of \$39,554.79 was made by Chris Madgwick. Seconded by Jerry Hammarlund. Approved.

The Treasurer's Report included a tax collection update. The Report will be included at the end of these Minutes. Chris Madgwick motioned to approve the Treasurer's Report. Seconded by Jerry Hammarlund. Approved.

Bruce gave an update on the ADA restrooms and the Park masonry. A timeline for the restroom project was handed out. It shows the projected completion to be the end of March. Some prep work and framing has been done already. Weather permitting, the project starts in earnest February 12th. Marshall's Masonry are working on the Village Park chimney as weather allows, since they need to bring their own heat source.

Agenda Item 10 was discussion regarding last month's approved Specht electric contract. There were two options listed as separate items within the contract. Upon closer evaluation, they should have been included in the motion by the Board. One is a surge protector for the system (cost \$1916.00) and the other is a meter panel that will separate out the electrical data associated with the well pump from the rest of the facility electricity (\$1353.00). These options bring the project cost over the estimated budget, but need to be done. Bruce shared that while this project is a bit over now, the truck and furnace options are coming in under our estimate, so we are fine. Chris Madgwick made a motion to approve the Specht Electric options of \$1,916 for TVSS protection to be paid by the Village and \$1,353 for power meter option to be paid by the Utility. Seconded by Jerry Hammarlund. Approved.

The truck purchase was discussed. Michelle shared that the accountant recommended that the Village purchase the truck and lease it's use to the Utility. Transportation Aid to the Village is affected by transportation expenditures within the municipality. We have two major expenses this year with the High Street Project and now the truck purchase. Bruce recommended a \$150/month lease. Mark Spitz made a motion to lease the truck to the Utility for \$150/month with an annual payment of \$1,800. Seconded by Jerry Hammarlund. Approved. The length of the lease was considered inconsequential because the need to use the vehicle would be ongoing. The lease would help cover depreciation, insurance, upkeep.

At budget time it had been agreed that it would be advantageous to hire a part time employee for some projects in the Village. This would be a person who could do some of the things that we otherwise would need to contract out for. A couple of the projects included painting the exterior of the Village Hall and at the Park pavilion. These are items are beyond Mike Kitzerow's time availability. We advertised for this employee position and have received one suitable application. It will involve 100 hours of labor for the year at \$2000 of payroll. This person could also possibly be a help with the Utility department on occasion. If something urgent were to come up and Mike or Bruce were gone, there's times an extra body is valuable. The Utility would pay for any time used in this manner. Motion to allow the hiring of this applicant for 100 hours/year for \$2000.00: Chris Madgwick. Seconded: Jerry Hammarlund. Approved.

Agenda Item 13 was Resolution 2019-01; A Resolution Acknowledging and Commending The Kohler Company. The Kohler Company donated bathroom fixtures for the new ADA bathrooms and gave us a substantial discount on our needed generator. President Gary Dekker read the Resolution aloud. The final paragraph reads: "Now therefore be it resolved, that the Village of Waldo Board of Trustees hereby publicly recognizes and commends The Kohler Company for their robust support of the betterment of our community. On behalf of the Village of Waldo, we thank you for being a generous neighbor!" Motion to approve Resolution 2019-01 Chris Madgwick. Roll call vote unanimously approved.

Agenda Item 14 was Resolution 2019-02; A Resolution Adding an Emergency Signatory. Currently the Clerk and the President must both sign approved checks. Emergency Management advises an emergency backup in case of the absence of the President. Bruce Neerhof's responsibilities would necessitate him being available in an emergency, and he has an ongoing understanding of the financial disbursements and budgets. Motion to appoint Bruce Neerhof as an emergency signatory: Mark Spitz. Roll Call second unanimously approved.

Per previous budget discussions and plans, the Board received proposals from All American HVAC for ductless heat pump zone units for both the Village Hall and the Village office. The current furnace will continue to be used but more for backup. The new units will conserve energy, be quieter and allow for the two rooms to be kept at separate temperatures. The units provide both air conditioning and heat. The cost is lower than what was budgeted. The Board preferred Option 2 of the choices received from All American HVAC. Motion to approve the purchase and installation of Option 2 ductless units from All American HVAC for a total of \$11,110: Chris Madgwick. Seconded: Jerry Hammarlund. Approved.

Temporary liquor license applications have been received from the Waldo Fire Department. They are requesting one for their annual brat fry and annual fish fry. The brat fry will be held at Memorial Hall on March 10, 2019. The fish fry/fire safety event will be held on October 4, 2019 at the Village Hall. Motion to approve the two request temporary liquor licenses for the Waldo Fire Department: Mark Spitz. Seconded: Jerry Hammarlund. Approved.

Temporary liquor license application was also requested by the Waldo Lions Club for their annual Pork Chop Dinner. This event will be held at the Memorial Hall on April 27, 2019. Mark Spitz made a motion to approve of the temporary liquor license for the Waldo Lions Club annual Pork Chop Dinner. Seconded by Jerry Hammarlund. Approved.

The Police Report for the month of January was reviewed. Waldo had 2 winter parking citations issued and 1 winter parking warning issued. A defective headlight warning was also issued. There were 2 complaints issued, 18 property checks and 10 hours logged. President Gary Dekker also commended Jason Liermann on his promotion in the department.

Correspondence for the Board included the annual League catalog, the monthly *Municipality* magazine and an email from the Sheboygan Falls School District with a list of four registered write in candidates for the school board. The declared candidates whose names will be on the ballot are: Chuck Otte, Scott Kuehn, and John E. Mauer. The registered write in candidates are Amanda Kapellan, Michele Meerdink, Jordyn Volland, and Heather Specht.

President Dekker shared that there have been some snow/ice removal complaints and that these have been addressed. The last couple of storms have been challenging. There is still some concern regarding the snow pile that has been deposited by the stop sign next to the Village Hall. Bruce is going to ask the County to push that snow down Second Street and deposit it on the land we rent for snow piles.

During public comment Karen VanEss asked how many sand barrels are in town now; and their location. She thought we used to have about eight. We have two.

Jerry Hammarlund made a motion to adjourn. Seconded by Mark Spitz. Adjourned at 7:03 p.m.

NOTE: VILLAGE TREASURER'S REPORT ON THE NEXT PAGE

**VILLAGE
TREASURER'S
REPORT**

MEETING OF FEBRUARY 11, 2019

Account Balances	
Project Fund	\$128,864.16
General Fund	\$243,878.88
Recreation Fund	\$8,415.64
Cemetery Fund	\$8,248.43
Mill Pond Dam	\$1,509.45
Debit	\$1,000.00

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 2-7-19		<u>\$536,969.91</u>
	postponed or delinquent	\$183,944.77

UPCOMING REVENUE

Transportation Aid	1/6/2019	\$2,444.55	Received
Transportation Aid	4/6/2019	\$2,444.55	
Lottery Credit Payment	4/20/2019	\$4,971.25	
Transportation Aid	7/6/2019	\$2,444.55	
Shared Revenue (state)	7/24/2019	\$11,000.00	estimate
Computer Aid	7/30/2019	\$468.00	
County Tax Settlement	8/22/2019	\$45,000.00	estimate
Shared Revenue (state)	11/20/2019	pending #	

**DISBURSEMENTS PENDING: FEBRUARY SETTLEMENT CHECKS
DUE BY FEBRUARY 20TH EACH YEAR BY STATE STATUTE**

Sheboygan Falls School	\$ 148,377.46
LTC	\$ 12,332.67
County -final #pending	