

**Regular Village Board Meeting - Minutes**  
**Village of Almena**  
**February 12, 2019 • 7:00 PM**

President Rayment called the meeting to order at 7:00 p.m.

**Present:** President Rayment; Trustees: Hellmann, Bohn, Roff, Jensen, Rockow, Mausolf. Also present: Public Works Director Riebe, Clerk/Treasurer Bauer, Guest Marcia Gifford and one citizen.

**Approve Minutes:** Motion to approve the minutes of the January 8, 2019 Regular Board Meeting: Rockow, Second: Hellmann, all in favor. Motion carried.

**Public Comments: 1)** Clerk Treasurer reported several calls from residents in regards to delayed garbage pickup due to weather.

**Police Report - Chief of Police Al Gabe:** In Chief Gabe's absence, the Board reviewed the report of police activities for the month of January.

**Public Works Report: General Report: 1)** Spring Clean-Up day scheduled for May 11<sup>th</sup>. Bids will be sought for dumpsters. **2)** SEH has completed the Wastewater Treatment Plant Facility Plan with the upgrades needed for the facility to stay in compliance. The plan has been submitted to the WI DNR for approval. Construction is expected to start in Spring 2020 with a projected cost of \$2 million.

**Unfinished Business: 1)** General Code representative Marcia Gifford was present to provide another overview of the services to be provided and to answer any additional questions from Board members. Contract to engage General Code to update the Almena Village Ordinance Book was signed per previous Board approval at Regular Board meeting on October 9, 2018.

**New Business: 1)** Consider/Act on SEH sewer plant proposal. Plan was discussed and agreement made to schedule a Public Hearing to solicit comments on the proposal. Public Hearing will be at 6PM on March 12<sup>th</sup> prior to the Regular Board Meeting. **2)** Consider/Act on review of Waste Management (WM) contract. Discussed service disruption due to weather and how that was communicated to the Village. Clerk/Treasurer will adjust WM monthly billing accordingly. Village contract with WM is effective through 12/31/19. **3)** Discussed Village responsibility for sand/salt. Village residents can obtain salt/sand for residential use from the Village Shop. Discussion of providing sand/salt for commercial properties ensued. PW Director Riebe noted that the sale of sand/salt is regulated by WI statute. Tabled pending further investigation. **4)** Discussed best practice for Village-wide non-emergency communication such as the recent cancellation of garbage pickup. It was agreed that posting to the website, social media (Facebook) and Village Hall message board were the best tools to utilize going forward.

**Clerk/Treasurer Report: 1)** Approve claims dated January 2019 as submitted Check #50642 thru #50689. Motion to approve claims as submitted: Hellmann, Second: Jensen, all in favor. Motion carried. **2)** CliftonLarsonAllen completed the on-site portion of the annual audit with no concerns/issues noted.

**President Comments: 1)** President Rayment commended Public Works Director Riebe for the great job keeping the Village streets plowed.

**Trustee Comments: 1)** Roff provided update on razing of Synergy building

**CLOSED SESSION:** Convene into Closed Session pursuant to Wis. Stat. §§ 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to wit: Clerk/Treasurer 90-day performance

review. Motion: Rockow/Jensen to adjourn into CLOSED SESSION. Roll call: President Rayment; Trustees: Hellmann, Bohn, Roff, Jensen, Rockow, Mausolf. Closed session Motion made by Jensen seconded by Rockow, all members voting aye, motion carried to reconvene into open session.

As per discussion in Closed Session, Motion: Hellmann, Second: Bohn, Clerk/Treasurer to receive wage increase retroactive to 90-day hire anniversary, all members voting aye, motion carried.

**Adjourn:** No further business came before the Board. Motion to adjourn: Jensen, Second: Roff, all in favor. Motion carried.

Kim Bauer  
Village Clerk/Treasurer