

**Regular Village Board Meeting
Village of Almena
January 9, 2018 • 7:00 PM**

Village President Junkans called the meeting to order at 7:00 pm.

Present: Village President Junkans; Trustees: Bohn, Roff, Jensen, Mausolf, Hellmann, and Rayment. Also present: Village Clerk/Treasurer Story, Public Works Director Riebe, Mike Van Gilder, Engineer, Officer Steffen TLPD, and thirteen citizens.

Approve Minutes: Motion: Jensen/Hellmann to approve the minutes of the December 12, 2017 Regular Board Meeting with no corrections. Carried.

Approve Agenda: Motion: Rayment/Roff to approve the agenda of the January 9, 2018 Regular Board Meeting. Carried.

Public Comments: **1)** Angela Loughan presented to the board for initial concerns regarding the village plowing, street signage, garbage service, online village mapping, water main service, and street lighting. All concerns brought to the village were either resolved or is no longer a matter. Resolved. **2)** Bea Good presented to the board concerns regarding engine braking ordinance. An engine braking ordinance will be drafted and reviewed at the next board meeting. Once drafted a letter along with the ordinance will be passed along to the transportation businesses in the local area. Motion: Bohn/Jensen to draft an engine braking ordinance. Carried.

Treasurer Report: **1)** Approve bills as submitted check no. 49946 through 49999, dated 12/15/17 through 1/4/18. Motion: Hellmann/Bohn, all members voting aye, to approve bills as submitted. Carried. **2)** Approve a tax overpayment of \$277.92 to Brandon Junkans from 2017 tax roll. Motion: Jensen/Rayment. Carried.

Police Report: Officer Steffen indicated that it was relatively quiet in Almena in December.

Engineer Report: Mike Van Gilder discussed: **1)** Zoning map updates. The zoning on several properties are zoned correctly but need to be updated on the zoning map which hasn't been updated since 1999. One property is zoned as conservancy and that will have to be rezoned to correct records. The cost of the zoning map is \$500. Motion: Mausolf/Hellmann to update the zoning

map. **2)** The engineer firm will assist the village in getting the zoning ordinance in digital format so it can be on the village's new website when it goes live. There will be no charge for that service.

Public Works Report: Jason Riebe discussed: **1)** General: A quote of \$560 for skidsteer tires was obtained. The board approved the purchase of the tires. **2)** Cross Connection Inspections have all been received except for six. Those six will receive further notification and possible water interruption until compliant. **3)** A street sign for Alma and 5-1/2 St. was approved to purchase. **4)** An asbestos removal bid was received for the Park addition at 501 S Clinton St. The bid was \$400-600 for testing only for a fire dept burn. Motion: Hellman/Jensen to approve pursuing the asbestos testing. All aye/none opposed. Carried. W.E. Energy was contacted for removal of service. The cost is \$647.00. Motion: Mausolf/Roff to approve the removal of the natural gas at 501 S Clinton St. Carried. **6)** A bid was received from Waste Management for a dumpster for Spring Cleanup day. The Board informed Jason to obtain more bids.

Old Business: **1)** Rankin vs. Midwest Frac fence vs hedge. A lengthy discussion with Virgil Ranki, Kevin Monson, representative for Midwest Frac, and the village board regarding the ongoings of past discussions, zoning, and a fence vs trees/hedges. Monson indicated that Midwest Frac wants to cooperate with the village and Rankin and a row of hedges will be planted once spring arrives and capable to do so. The hedges will be planted on Midwest Frac property and not on Rankin property. Monson will discuss it with the owner of Midwest Frac. **2)** President Junkans is urging the formation of committees for the village. Those committees previously listed in the ordinance book being: Finance Committee; Fire Board Committee; Public Works (Water & Sewer); Public Works (Streets & Lights); Parks/Recreation; and Economic Development. The clerk-treasurer relayed the auditor's concerns with the cost of paying committee members and urged the village to form voluntary only committees. The clerk-treasurer presented the committees, roles of the committee, the number of committees, and the specifics surrounding the committees. Mary Vinopal

suggested to the board that the Almena Business Development Corporation would cover the Economic Development Committee. The board trustees will review and discuss at the February board meeting. Tabled. **3)** Almena Idea Account: Trustee Rayment suggested that the \$2,498.09 be paid to the Almena Business Development Corporation (ABDC) to utilize for new business coming into the village. Motion: Hellmann/Jensen to close the Almena Idea account and forward the monies in the amount of \$2,498.09 to ABDC. **4)** Portable Storage Units Ordinance was drafted and presented to the board. The board trustees and president will review and discuss at the February board meeting. Tabled.

New Business: 1) Hall Rental Agreement Form was presented to the board for approval. Currently there is no policy for the hall rental. After review Motion: Jensen/Bohn for approval of Hall Rental Agreement Form. Carried. **2)** Appoint Penny Sinclair as an election poll worker for 2017. The Board discussed election workers and our current shortage. The Clerk-Treasurer suggested that we contact high schools to see if any Barron County students are interested as it's an opportunity to get them involved in the communities. The Deputy Clerk will contact Barron School District and Turtle Lake School District for high school election workers. The Clerk will post a notice seeking election workers. Motion: Bohn/Hellmann to approve Penny Sinclair as an election worker. **3)** Cattail Grant monies were presented by the clerk-treasurer that there are left over grant monies available for the trailhead. The project must be completed by May 15th if using the remaining funds. The board will drum up ideas and present to the board at the next meeting. Tabled.

Clerk Report: 1) CLA Training on March 2nd. Motion: Bohn/Hellmann to approve CLA Training on March 2, 2018. Carried. **2)** Workhorse update: Software is being installed in a couple of weeks and training begins end of January. There are privacy laws which the clerk-treasurer has to abide by following state statutes and PSC code. A utility

billing policy was established as Resolution 2018-1. **3)** The website was presented for a visual sneak peek. Website development is continuing and on track.

Board Trustee Comments: 1) Rayment announced the Trustees that are Members on the Fire Board as Brian Hellmann, Greg Rayment, and Ray Roff. They are willing to form the Fire Board Committee. **2)** Rayment announced there is a new business possibly interested in village property with 3.01 acres and a 15,000 sq. ft. building along with a 100x100 storage building. The business would employ between 15-20 employees. This is all preliminary so no further information can be disclosed. **3)** Jensen expressed her interest in being on the Finance Committee.

Village President Comments: Junkans welcomed Trustee Rayment to the Village Board.

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. All aye, none opposed. Roll call: Trustees Bohn, Roff, Mausolf, Hellmann, Jensen, Rayment, and Village President Junkans. Motion: Hellmann/Jensen to adjourn into closed session to consider: Clerk-Treasurer hours and Deputy Clerk hours, wage, and duties.

OPEN SESSION: Motion: Bohn/Jensen to reconvene into Open Session and established the Clerk-Treasurer hours. The Deputy Clerk was approved for election coverage only and up to 30 hours per election. All aye, none opposed. Carried.

Adjourn: No further business came before the Board. Motion: Bohn/Jensen to adjourn. All aye, none opposed. Carried.

Ardith Story,
Village Clerk/Treasurer