

**Regular Village Board Meeting
Village of Almena
May 8, 2018 • 7:00 PM**

President Rayment called the meeting to order at 7:01 pm.

Present: President Rayment; Trustees: Mausolf, Hellmann, Bohn, Roff, Jensen. Also present: Guests: David & Cathy Mitchell; Jeff Junkans; Public Works Riebe; Clerk-Treasurer Story; Chief of Police Al Gabe; and seven citizens.

Approve Minutes: Motion: Roff/Hellmann to approve the minutes of the April 10, 2018 Regular Board Meeting. All aye. None opposed. Carried.

Approve Agenda: Motion: Bohn/Jensen to approve the agenda of the May 8, 2018 Regular Board Meeting. All aye. None opposed. Carried.

Public Comments: 1) A building permit application was received for a deck at 221 Garfield St. Upon review by the building inspector it was noted that the deck did not fall within the setback requirements. The proposed deck is 4-ft short of the required setback. The board members went to the property prior to the board meeting to review the proposed deck site. After discussion the board approved the building permit. Motion by Bohn/Hellmann to approve the 10-ft x 26-ft-9-in deck. None opposed. Carried. The clerk will notify the contractor and the building inspector. **2)** Northwoods Septic Service agreement needed reviewed due to the village 1-1-18 sewer increase. A letter inviting Northwoods owner, Michael Huebner to the board meeting was sent. Huebner was not present. After discussion, the board increased the sewage dump from \$10/load to \$15/load with a 2,200-gallon tank. The board is decreasing the manhole dump sites from (9) nine to (2) two manholes and noted on the map attached to Resolution 2018-6. Motion Hellman/Jensen to adopt Resolution 2018-6 for Northwoods Septic Agreement. The Clerk-Treasurer will send a letter to Northwoods. It was requested by the Board for the Clerk to reach out to A-1 Septic Service and invite him for contract renewal at the June meeting. **3)** Courtney Miller wanted to discuss a Community Garden. The garden would be open for any village citizen and it is her direction that she would involve children to teach them to plant seeds and once the flowers or vegetables were harvested that they would be donated locally within the community. The board indicated that the newest area of Shadyside Park is not currently available due to clean up. Locations were discussed. Bohn brought up the Commercial Club and the need for volunteers to plant flowers throughout the village. Bohn will communicate with the Commercial Club and Ms. Miller. **4)** No further public comments were made.

Police Report, Chief of Police Al Gabe: General Report:

Gabe is requesting that citizens abide by the speed limit past the school. The barn/shed at 120 Clinton St N is falling in and needs to be addressed. The property is currently in foreclosure, bank owned, and a property manager has been assigned to it. A condition of sale in the real estate for the removal of the barn/shed will be submitted by the clerk to the real estate agent listing the property. Gabe is requesting the village adopt an ordinance to address the RV's in the village limits. It has been noted that a few citizens are residing in RV's. The board requested the clerk to draft an ordinance and it will be reviewed at the June board meeting. The 10th Annual Brat Feed at the Almena Elementary school went well. There was a good turn out and K-9, Glaze, was in attendance.

Public Works Report, Jason Riebe: General: 1) Garbage is being dumped at the compost site on X Ave. The latest has been a TV, couch, car door, garbage, and people are dumping their leaves in plastic bags despite updated signage. Chief Gabe indicated he will put trail cams up to assist in catching culprits. **2)** Two quotes were received for the replacement of the Hall door, which a mower threw a rock into, breaking the glass. Rice Lake Glass quoted \$687 and S&S Glass quoted \$350-\$400. Motion by Bohn/Hellmann for S&S Glass to replace Hall door glass. **3)** Clean-up of 501 Clinton St S, addition to Shadyside Park was discussed. President Rayment mentioned he could rent a backhoe for \$1,400/week saving the village money. It would be a 2-3-day process. **4)** It was noted that VFW garbage has been overflowing. The Clerk verified this was discussed earlier with Commander German. Mr. German indicated that they would resolve the garbage issue. **5)** The lights in front of the Hall need maintenance. Riebe suggested options of tearing them out or rewiring them. The Board requested Riebe to rewire/maintain them at this time. **6)** The Lulu Ave sidewalk will begin to be repaired next week. **7)** Riebe is waiting to hear from Monarch Paving regarding the Lulu Ave patch/repair of the street. President Rayment mentioned that Monarch had contacted him in regards to the alley between Soo and Lulu and they will be shaping it this week yet. **8)** Ballfield maintenance: New bases for the ballfield at \$200/3 bases and a \$30 home plate need to be ordered. Motion: Hellmann/Roff purchase of bases and home plate. Carried. Motion Bohn/Hellmann for lime for the ball field, 23-tons. Carried.

Clerk-Treasurer Report: 1) Approve bills as submitted Check #50173-50210. Motion: Mausolf/Roff for approval of bills as submitted. Carried. **2)** BOR is May 9th from 5-7 pm. No appointments for BOR were requested at this time.

There is a confidentiality ordinance in place. **3)** Act 317 was passed by State Assembly in April 2018 allowing election officials to serve as election workers. **4)** The clerk received a scholarship to attend a 2-day conference. Village will pay up front and will be reimbursed by Wisconsin Municipal Clerk Association. **5)** Two building permits were issued in April: Synergy for the raze of the feed mill and Vanderwyst shed remodel. President Rayment confirmed that Synergy will haul out debris. Trustee Roff indicated that Synergy is waiting DNR approval and the raze may not begin until June 1st.

Unfinished Business: **1)** The Vanderwyst agreement that was drafted for a driveway request on village property was reviewed. The Vanderwysts question item #7 of the agreement, a cost of \$457.50 attorney fees. The board requested that Vanderwyst be present before a final decision will be made at the June board meeting. Tabled. **2)** Three quotes on hall tables were received. Motion Hellmann/Mausolf to purchase (4) four 8-ft laminate top folding hall tables at Office Depot for \$168/table, tax exempt, free shipping. **3)** The rezoning of Rayment property at 300 Clinton St N from Conservancy to C-2 General Commercial was approved by the Plan Commission on 03-28-18. A public hearing was May 8th at 6:00 p.m. Two citizens were in attendance. No objections were presented. Motion Jensen/Hellmann to approve Parcel #101-8001-02-000 and Parcel #101-8001-02-011 from Conservancy to C-2 General Commercial Permitted Use with no conditions. All aye. None opposed. Carried.

New Business: **1)** Ordinance 2018-3 7.05 Traffic Code: Prohibition of Noises Disturbing the Public Peace (referred to as Engine Braking in previous minutes) was drafted by the clerk. Chief Gabe previously reviewed. Ordinance reviewed by board members. Motion Mausolf/Bohn to approve Ordinance 2018-3 7.05 Traffic Code: Prohibition of Noises Disturbing the Public Peace. All aye. None opposed. Carried. Riebe was directed to place No Engine Braking signs at all village entrance streets. **2)** Ordinance 2018-4 Unsafe Building(s) Raze or Renovation. Reviewed. Motion Hellmann/Roff to approve Ordinance 2018-4 Unsafe Building(s) Raze or Renovation. All aye. None opposed. Carried. **3)** Several residents have asked about a 'water break' for water used outdoors that does not drain into the sewer system (i.e., watering the garden, washing vehicles, filling pools) A discussion on deduct meters vs seasonal adjustment was had. Municipal software, PSC and statute information was discussed and reviewed. The Board moved that the best method was the seasonal adjustment due to meter costs, maintenance, and a minimum charge on meters. Motion Jensen/Bohn to approve a seasonal adjustment in the 3rd quarter utility billing (sewer discount only). 1 in opposition. Carried. Residents will be notified by social media, website, and the quarterly newsletter.

Residents must request the seasonal adjustment to Story, Clerk-Treasurer in order to be activated. **4)** The annual Liquor License Review will be held June 12th after the next Regular Board Meeting. Story will publish notice accordingly. The clerk will follow up with businesses still needing to submit information. **5)** The board previously approved to end U.S. Bank merchant collection due to fees involved whereas residents must make water-sewer utility payments directly to the Village of Almena either in person, by mailing, or dropping into the drop box. Motion Hellmann/Jensen to end merchant collection services at U.S. Bank. All aye. None opposed. Carried. **6)** With collections ending at US Bank the water and sewer accounts are no longer needed. Motion Mausolf/Hellmann to close the Water Collection Account and Sewer Collection Account at U.S. Bank. All aye. None opposed. Carried. **7)** The board wished to show their appreciation to Jeff Junkans, previously held Board Trustee position (during elected years) from October 1987 to September 2017 and as Village President from September 2017 to April 2018. Jeff was involved in many other functions with the village including Plan Commission, Board of Review, and committees. Thank you for your dedicated service, Jeff.

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: **Board Trustee Vacancy.** Motion: Bohn/Hellmann to adjourn into closed session to consider filling the Board Trustee seat. Roll call: President Rayment, Trustees Bohn, Roff, Mausolf, Hellmann, Jensen. Discussion of and consideration to two interested parties, Kathy Rockow and Courtney Miller for the board seat was had.

OPEN SESSION: Motion: Hellmann/Mausolf to reconvene into Open Session. As per discussion in Closed Session Motion: Bohn/Jensen to appoint Kathy Rockow as Board Trustee with a unanimous vote. Trustee Bohn indicated for Rockow to follow the role as Trustee and not Clerk. The Board appreciates Courtney Miller submitting an interest and directed the Clerk to send notification to Courtney, thanking her for her interest. All aye, none opposed. Carried.

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

Ardith Story,
Village Clerk-Treasurer