

**VILLAGE OF WAUSAUKEE
VILLAGE BOARD MEETING
WEDNESDAY, OCTOBER 8TH, 2008
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

7:00 PM

MINUTES

1. Call to Order – President Clark Caine called the meeting to order at 7:00PM. The following Village Board members present were Julie Parkansky, Randy Schmidt, Jeff Townsend, Jerry Wojcik, Rosalyn Figas and Hilbert Radtke. Also present were Street Supervisor Darryll Schmidt, Water/Sewer Operator Pam Aide, part-time employees Pat Schmidt and Dave Heritsch, Village Treasurer Sara Pullen, Village Clerk Toshia Ranallo, District Attorney candidate Alley Brey, Shirley Pruhdom from the Peshtigo Times, Wayne Ruechal from Independent Inspections, and the following residents. Joellen Simpson, Becky Maye, James Partniske, Ray Gordon, Pat Brien, Vicki Gocht, Kim Orlando, and Mike Ford representing Brenda Fuller.
2. Approval of Agenda – Jerry Wojcik made a motion seconded by Hilbert Radtke to approve the agenda. Motion carried.
3. Audience to Anyone Wishing to Speak – Allen Brey introduced himself as a candidate running for District Attorney. He offered to answer questions after the meeting.

Pat Brien President of the Friends of the Library gave a short update on the possible new location for the Wausaukee Library. Brien stated that The Director of the Marinette County Library Systems Jennifer Healy, requested a meeting with the Marinette Library Board to be held in Wausaukee to discuss and visit the existing site as well as the new potential site. Brien stated that the meeting triggered concern with the Marinette County Library Board as to how The Friends of The Library planned on financing the rent on the potential site on Main Street. An additional meeting was then scheduled to be held on Thursday, October 9th in Marinette with County Chairman, Administrator, Supervisors, and Library Board Members. Brien stated that she will attend this meeting. Brien stated that she explained to the Marinette Library Board that The Friends of The Library will be contributing over \$3000 for rent a year from fundraisers. Brien added that they have also received a \$4000 grant from the M & M Community Foundation for 2 new computers and wireless internet. Brien explained that \$7200 a year will be coming from the county for rent but she anticipates an increase at Thursday's meeting. Brien stated that she has spoke with the surrounding communities and decided to break it down into percentages based on patrons of the library in those areas. Brien stated that the Town of Wausaukee has 40% usage, and they are offering to contribute between \$5000 and \$6000 a year. The Town of Amberg has 16% and the library is asking for \$2000. Town of Athelstane has 10% and the library is asking for \$1500. Brien added that The Village of Wausaukee has 26% usage and she asked the board to consider \$3300 to be put in the budget for 2009. Brien stated that rent at the potential site would be approx. \$1850 with utilities. Brien stated that she has done her research. She added that the price is not uncommon for a building that is 2500 sq ft. Brien stated that Ken Gocht owns the building and is asking the library to sign a 15 year lease with 5 three year renewal clauses. Brien stated that the county is concerned with the insurance of money coming in within the next few years. Brien stated that she has spoken with Jeff Engelmann (Chairperson for The Town of Wausaukee) and they both agreed that this would have to rely on good faith. She explained that there is no way of knowing what the future economy will bring. Brien added that the existing library is 1800 sq ft, 100 years old, and has been everything from a lunchroom to a gymnasium. Brien stated that she is looking forward to the meeting on Thursday and hopes that the village will keep the library in mind when planning the 2009 budget.

Next to speak was resident Becky Maye. She asked the board what they were planning on doing about new sex offenders that are moving into the village. Maye stated that she had organized a petition signed by other residents who are also concerned with this matter. President Caine stated that the Village is in the process of adopting a sex offender ordinance and once approved by the attorney, they will hold a special meeting to bring this policy into effect immediately. Caine stated that the attorney did send a letter expressing that there

are a lot of technicalities and to take into account of the proper precautions in drafting an ordinance that will uphold in court.

4. Business with Guest

- a. Jim Partniske – Digging pond. Offering fill to the village. Resident Jim Partniske asked the village if they were in need of fill. Partniske stated that he plans to dig a pond next spring. President Caine asked Street Supervisor Darryll Schmidt if there was room to stockpile it. Schmidt stated that there is room on the northwest corner of the village property. Trustee Hilbert Radtke cautioned that they should use care when the village decides where to put the fill. Radtke added that whenever you put fill in a pile it needs to be fenced, seeded, and sloped properly. Radtke stated that free fill isn't free if it costs to store it. President Caine stated that the village would accept the fill only if it does not cost anything, but Caine will check into cost if it does.
 - b. Brenda Fuller/Mike Ford – 616 Vanburen to discuss sidewalk – Mike Ford representing Brenda Fuller expressed his concern with a sidewalk that shares Fullers driveway. He stated that when the village raised the level of Van Buren Street years ago they blocked the entrance to her garage on the corner of Church and Van Buren. Ford explained that Fuller had not owned the property at that time. He stated that the previous owners must not have used the garage. Ford stated that every car that attempts to use the driveway, bottoms out because of a 2 foot difference between the street and ground level. President Caine commented that the sidewalk really doesn't go anywhere and suggested they take out the sidewalk. After a short discussion it was decided that Trustees Randy Schmidt, Jeff Townsend and Hilbert Radtke would inspect the site the following day.
 - c. Darryll Newingham – Water bill adjustment – Darryll Newingham asked for an adjustment to his water/sewer bill because of the huge amount of water he used to water his plants surrounding his business. President Caine stated that giving credit would be difficult because everyone in the community who uses water for gardens would want a credit. Caine suggested that Newingham should get a second meter for outdoor use. The village will supply the meter free but Newingham will have to pay to install it.
 - d. Rob Kamps – Rob Kamps Land Surveying to discuss property divisions/parcel splits. – Kamps was not present.
5. Motion to Approve Minutes – Regular Village Board meeting on 9/10/08, Special Village Board meeting on 9/18/08, and Special Committee Meeting on 9/25/08.
 6. Motion to Approve Bills – Randy Schmidt made a motion seconded by Julie Parkansky to approve the bills. Motion carried.
 7. Treasurer's Report – Caine stated that expected expenses for the rest of the year is approx. \$80,000. Caine added that an estimated income of \$200,000 for the year has not yet been received. Caine expressed to the board that at any time board members are welcome to go into the office and retrieve any financial report. Caine added that the Quik Books program is very detailed in every category. Jeff Townsend made a motion seconded by Julie Parkansky to approve treasurer's report. Motion carried.
 8. Approval of Major Purchases – none
 9. Committee Reports – Building Inspector – See unfinished business 12a.
 10. Village Street and Utility Report – Trustee Jerry Wojcik asked about the status of the red street truck. Caine stated that the village will be asking for bids for the truck and a small snow plow. Trustee Figas asked if the cameras in the park are in operation. Trustee Townsend responded that Ron Wenzel did not have a ladder

tall enough but Wenzel will bring his boom truck to get the job done. Jeff Townsend made a motion seconded by Julie Parkansky to approve street and utility reports. Motion carried.

11. President's Report – President Caine stated that the bid openings for the new warehouse will be 6:30 on October 15th. Caine added that the village will not award the bids until the following week to make sure we are comparing apples to apples. Townsend expressed that there has been several questions about conflicting information with the plans.

12. Unfinished Business

a. Discussion/Action – Building Inspector – Trustee Townsend stated that after discussion at the special committee meeting held on September 25th, the committee felt it was best not to sign a contract. Townsend also expressed that it may not be a good idea to take the process of permits out of the office because of lack of knowledge of improvements or buildings in the village. Caine disagreed with Townsend stating that the building inspector would notify the village of any permits and the inspector would have to abide by village ordinances. Caine stated that one advantage of having a contract with an inspector would be that the inspector would handle everything. Caine gave an example that if a resident failed to obtain a permit the inspector would then have the authority to take care of it. Figas added that the committee also discussed keeping the small projects such as decks, locally. Caine stated that the small projects are the most ones who are full of violations. Townsend agreed with Caine that the village should have someone who is knowledgeable in the industry to make sure that it is done correctly. Caine expressed that he has been the one going out to inspect these properties and he is uncomfortable with it. Caine added that he isn't sure if he has the right to tell people that they need a surveyor or if they need certain things to meet code. Figas stated that the committee didn't think it should be Caine to inspect these properties. Townsend stated that he would like to see the initial step of obtaining a permit take place through the office and then the office contact whomever the village decides as their inspector. Building Inspector Wayne Ruechel stated that the village would have to adopt a building and mechanical code. Ruechal offered to sit down with the committee and discuss proposals. Caine stated that one thing he likes about Wayne is that he has an office in the village on Tuesdays and Thursdays. Townsend asked Ruechel why the village has to sign a contract. Ruechal explained that his organization is a business with regular business expenses. Townsend stated that he owns a business and he does not have contracts. Townsend added that in his experience if he needs something he'll receive an invoice without having to deal with contracts. Ruechal stated that a contract with a building inspector would mean for example, when they issue permits, it would stay with that one inspector compared to multiple inspectors. Trustee Randy Schmidt pointed out that Wayne Ruechal has a contract through the state to inspect the Village of Wausaukee and has been doing so. Schmidt added that if the village had an inspector, the job would be inspected from start to finish with uniformity and enforcement of our village ordinances and codes. Schmidt commented that he doesn't know how Clark has been able to do it. Schmidt stated that he thinks the village needs an independent inspector and that it has been long overdue. Caine asked Ruechal what is the shortest contract available. Ruechal responded with one year. Townsend expressed his disagreement with signing a contract. Trustee Radtke asked if the committee had checked with other inspectors over contracts. Trustee Parkansky stated that the committee had received offers from 4 other inspectors that never mentioned contracts. Radtke asked if the committee could have a few inspectors come in and talk with the board. Figas agreed that she needs more time to go over the paperwork and contract. Figas added that all board members need to make sure they review the material that Clerk Ranallo had sent them so by November they will have a decision. Matter tabled to November meeting.

13. Approval of Permits/Licenses

- a. Operator's License – Richard Gibbs/BP – Julie Parkansky made a motion seconded by Jerry Wojcik to approve license. Motion carried.
- b. Transfer of Retailers License – Scott & Janine Severson/Chippewa Bar/ October 15th. Julie Parkansky made a motion seconded by Hilbert Radtke to approve the transfer of the retailer's license. Motion carried.
- c. Building Permits

1. Elmer & Nettie Busick – 1125 Grove Ave/new roof – Julie Parkansky made a motion seconded by Randy Schmidt to approve building permit. Motion carried.
2. Teri & Kenny Edlebeck – 701 Cedar Street/ addition and repairs – Jerry Wojcik made a motion seconded by Hilbert Radtke to approve building permit. Motion carried.

14. New Business

- a. Discussion/Action – Review of employee handbook – Caine stated that he would like to table this matter due to further information needed.
- b. Discussion/Action – Policy in place for approval of all educational classes for Village employees. – Caine stated that when he was first elected he remembers that employees can receive training by the village for up to \$2000. Caine stated that he will look into past minutes on that stipulation. Caine stated that the water/sewer educational classes that have been attended are to maintain the operator's license which is required by the state. Figas stated that in her experience if you need a license than it should be the employee's responsibility to attain it. Caine stated that it has always been the village policy to reimburse employees for training and travel expenses. Figas added that the committee needs to take a closer look at this policy. She expressed that for certain training situations the board needs to decided if the training requires a stay the night before or if it requires meals. After a brief discussion Caine stated that the board will look into this policy further when they review the employee handbook.

15. Additional Business

16. Adjourn – Randy Schmidt made a motion seconded by Jeff Townsend to adjourn the meeting at 8:41PM. Motion carried.

Posted on 10/25/08
at 2:00 pm by (TR)

PLEASE NOTE: UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, PLEASE CONTACT THE VILLAGE CLERK WITHIN TWO BUSINESS DAYS
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