

**VILLAGE OF WAUSAUKEE  
VILLAGE BOARD MEETING  
WEDNESDAY, MAY 13<sup>TH</sup>, 2009  
WAUSAUKEE VILLAGE HALL  
428 HARRISON AVENUE**

**7:00 PM**

**MINUTES**

1. Call to Order – President Townsend called the meeting to order at 7:00pm. The following board members present were Julie Parkansky, Randy Schmidt, Kellen Stumbris, John Ranallo, Rosalyn Figas, and Hilbert Radtke. Also present were residents Ann Hartnell, Pat Brien, Joellen Simpson, Ruth Jicha, and Ray Gordon. Village employees present were Treasurer Sara Pullen, part-time Water/Sewer Operator Pam Aide, part-time employee Dave Heritsch and Village Clerk Toshia Ranallo.
2. Approval of Agenda – Julie Parkansky made a motion seconded by Kellen Stumbris to approve the agenda. Motion carried.
3. Audience to Anyone Wishing to Speak – Joellen Simpson commented that the Welcome Sign looks much better. Ann Hartnell stated that “Young Seed” out of Madison will develop and design a plan for Payant Park if the Village purchases their plants. Trustees Figas and Ranallo asked if they charge to develop the plan. Hartnell stated no. Hartnell added that this is not something that can be done this year but an idea to plan for future years.
4. Business with Guest
  - a. Discussion/Possible Action – Friends of The Library/Update – Pat Brien began by thanking the Village for their support. She asked the board for a 5 year commitment to pay \$3300 a year towards rent for the new library located on HWY 141 and owned by Ken Gocht. Hilbert Radtke made a motion seconded by Rosalyn Figas to give the Friends of The Library a commitment for \$3300 a year for 5 years. Motion carried. Julie Parkansky abstained from voting because she belongs to The Friends of The Library.
5. Motion to Approve Minutes – Regular Village Board meeting on 4/15/09; Special Board 4/27/09; Smart Growth 4/27/09; Water & Sewer Utility 4-29-09; Parks & Beaches Committee 5/04/09; Special Village Board 5/04/09 – It was the consensus of the board to approve the Water & Sewer Utility 4-29-09 minutes at the next regular board meeting so the board could have ample time to review them. Rosalyn Figas made a motion seconded by Kellen Stumbris to approve the remaining minutes. Motion carried.
6. Motion to Approve Bills – John Ranallo made a motion seconded by Julie Parkansky to approve the bills. Motion carried.
7. Treasurer’s Report – President Townsend requested that the Village office provide copies of the Treasurer’s Report to the public for future meetings. Hilbert Radtke made a motion seconded by Julie Parkansky to approve the treasurer’s report. Motion carried.
8. Approval of Major Purchases – none
9. Committee Reports
  - a. Discussion/Action – Finance Committee – Figas stated that the meeting was held prior to the regular meeting tonight. The committee will look into credit cards, purchase orders, and proper identification of receipts.
  - b. Discussion/Action – Water & Sewer Utility Committee – Figas stated that the meeting was very lengthy. The committee discussed separating Village funds from Water/Sewer Utility funds. Another Water & Sewer Utility Committee meeting was set for Monday May 18, 2009 at 5:00pm.

- c. Discussion/Action – Smart Growth Committee – President Townsend stated at the meeting the committee discussed the Wausaukee Code of Ordinance Book and will continue to review and make the appropriate changes. A Special Village Board meeting was set for Monday June 1<sup>st</sup>, 2009 at 5:00pm.

10. Village Street and Utility Report – Hilbert Radtke made a motion seconded by John Ranallo to approve the Street and Utility reports. Motion carried.

#### 11. President's Report

- a. Appointment of the Board of Review – President Townsend appointed Trustees himself, Rosalyn Figas, Julie Parkansky, John Ranallo, and Toshia Ranallo for the Board of Review. Clerk Ranallo stated that she ordered training materials. Training is mandatory every 2 years for 1 voting member and the Clerk for the Board of Review.
- b. Open Book set for Wednesday, June 17<sup>th</sup> 2009, 3:00pm to 5:00pm with Rick Raatz from R&R Assessing
- c. Board of Review set for Monday, July 6<sup>th</sup> 2009, 6:00pm to 8:00pm with Rick Raatz from R&R Assessing
- d. WPS Street Light Back Bill of \$357.78 – Clerk Ranallo explained that in 2002 there was construction work being done in the Evergreen Park and WPS had shut off power to a light and was also removed from their list. When the power was turned back on, it never got put back on the list for billing. Ranallo stated that WPS can only back bill for 2 years. Trustee Schmidt stated that WPS has been doing companywide audits on all their accounts, which is how this error was discovered. He added the board should keep in mind, every time we get a request for more street lights we pay dearly for it.

#### 12. Unfinished Business

- a. Discussion/Action – Old school options – President Townsend stated he had attended a Wausaukee Economic Development Committee meeting at which it was decided the Village should find out what it would cost to tear down the old school building down by sections. Trustee Radtke stated that the village does not own the property and asked if the idea was just to help the owner make a decision. He added that he did not want the owner to open a newspaper and learn the Village was going to demolish his building. Townsend stated he had spoken with the owner after the WEDC meeting and he is okay with it. Townsend added a 2006 study done by Corrigan Builders had come in at about 1.5 million to demolish some parts of the building and save and restore portions of the newest addition. He stated it's expensive no matter which way you look at it. He said the 2006 study only involved making the ground floor nice for a library, community center and Village Hall. There was nothing planned for the upper stories or the rest of the building. Townsend stated there are not any signed state or federal reports stating the asbestos has been removed, and demolition material will have to be treated as hazardous waste. After a brief discussion it was decided that clerk Ranallo will get estimates for demolition of the three sections.
- b. Discussion/Action – Warehouse/Change order/Aprons/Emergency Lights – President Townsend stated that the initial contract for the warehouse was \$174,410. He added that the original bid did not include the cost of \$10,480 for additional excavating. He said that we had to chisel through several inches of frost before starting and bring in extra fill to prepare the site properly. Townsend stated that we asked Northern Electric to put in a more efficient lighting, a 200 amp electrical panel, exit lights and outside lights totaling \$3572. \$2400 to add aprons and steel ballards to protect the overhead doors. Townsend stated that he asked Richlen Excavating today to do extra excavating for site drainage so the water runs off properly and not into neighboring yards. He stated that cost will be \$2362. Townsend asked the board for their advice on this extra excavating. The board agreed to go ahead and complete the project. Townsend and Radtke agreed rip rap is needed around the site to prevent sludge runoffs onto neighboring properties. \$400 for inverted overhead door tracks.

Townsend stated that the grand total for the cost of the new warehouse is \$199,275.18. He added that the Village will save \$1770 by not putting in a center wall where the Village sand and supply will be stored. He said that will be done another way. John Ranallo made a motion seconded by Hilbert Radtke to approve the change orders. Motion carried.

- c. Discussion/Action – Park Cameras – Townsend asked the board to help him decide what to do about the surveillance cameras in the park. He recapped on a past board meeting which the board was told that the cameras could be installed and up and running for \$500. Townsend stated that isn't the case anymore. The Village has now received a \$1350 invoice for work already completed and no cameras in the park. Now there is additional materials and labor needed from J & T Electric to complete the project. The total costs between UES Computers and J & T Electric will be \$1594. After a brief discussion it was decided to go ahead with the project but have J & T Electric invoice the village separately for the electrical work. Hilbert Radtke made a motion seconded by Julie Parkansky subject to that change to continue installation of the park cameras. Motion carried.
- d. Discussion/Action – Quotes for painting camping sign – This matter was tabled until after the Parks & Beaches Committee meets with the Department of Transportation.
- e. Discussion/Action – Playground in Evergreen Park/Update on Meeting with DNR – Parkansky stated that the Parks & Beaches Committee meeting with the Robert Rosenberger from the DNR went fabulously. The committee showed Rosenberger where they'd like to put hiking trails and footbridges. Rosenberger told the committee to stay higher in some areas and stay away from the wetlands, other than that they are free to start marking trails. Rosenberger also had no problem with placing footbridges across the creek. The committee continued to tour the pond and suggested having a future beach. Darryll Schmidt stated that the village would have to apply for a permit.

Parkansky stated that she asked Schmidt to start building a sandbox for the future playground. John Ranallo added that he'd like to see a 4 foot cyclone fence constructed around the play area. These matters will be discussed at the next Parks & Beaches Committee meeting.

- f. Discussion/Action – Christmas decorations – Matter tabled.
- g. Discussion/Action – Village sign/flag pole/flags on WPS poles – Schmidt stated that we need to get a new light to illuminate the flag pole and welcome sign. He added that water keeps getting inside of it and shorts out the light. Figas suggested placing the light on the eve of the welcome sign. After a brief discussion on moving the flagpole 5 to 10 feet, the board decided that the Buildings & Grounds Committee will meet at the welcome sign on Wednesday May 20, 2009 at 3:00 p.m. to discuss these matters further.
- h. Discussion/Action – Adopting Board Meeting Days Ordinance 2-2-9 Amendment – John Ranallo made a motion seconded by Julie Parkansky to approve ordinance 2-2-9. Motion carried. Regular monthly meetings will now be held on the second Monday of each month.

### 13. Approval of Permits/Licenses

- a. Temporary Retailer's Licenses
  - 1. Wausaukee Fire Department/Memorial Day/July 4<sup>th</sup> Celebration – Rosalyn Figas made a motion seconded by Julie Parkansky to approve the license. Motion carried.
- b. Temporary Operator's License – Harry Tischendorf/Memorial Day/ July 4<sup>th</sup> Celebration – Julie Parkansky made a motion seconded by Rosalyn Figas to approve the license. Motion carried.
- c. Operator's License – Cora Gavigan/American Legion – Julie Parkansky made a motion seconded by Hilbert Radtke to approve the license. Motion carried.

#### 14. New Business

- a. Discussion/Action – Resolution 2009-4 Temporary Borrowing – Rosalyn Figas made a motion seconded by Julie Parkansky to approve a Resolution 2009-4. Motion carried.
- b. Discussion/Action – Debt Service Fund – A Finance and Purchasing Committee meeting was set for May 21, 2009 at 3:00pm. To discuss this matter further.
- c. Discussion/Action – Quotes for Commercial Propane – Randy Schmidt made a motion seconded by Kellen Stumbris to accept Charter Fuels as their vendor for commercial propane. Motion carried.
- d. Discussion/Action – Resolution 2009-5 Complete Count Committee – Clerk Ranallo stated the board needs to set up a Complete Count Committee to help promote cooperation with census takers and insure accurate numbers for the 2010 census. Hilbert Radtke made a motion seconded by Julie Parkansky to approve Resolution 2009 -5. Motion carried.
- e. Discussion/Action – 4<sup>th</sup> July Celebration/Direct Sellers/\$200 Rental Fee Fair Grounds – Townsend stated that it sounds like the fourth of July celebration may be held at the fairgrounds. He added that the Fair Grounds Committee is requesting \$200 rental fee from the Village to open up the grounds to direct Sellers. John Ranallo made a motion seconded by Julie Parkansky to pay the rental fee of \$200. Motion carried. Kellen Stumbris made a motion seconded by Hilbert Radtke to waive the direct sellers permit fee to any nonprofit organizations. Motion carried.
- f. Discussion/Action – Advance Notice for Employee Training – President Townsend stated that he would like the board to have information and advance notice for any employees attending training classes. No action taken.
- g. Discussion/Action – Municipal Clerks & Treasurers Institute Training July 12-17, 2009 – Julie Parkansky made a motion seconded by Hilbert Radtke to approve Clerk Ranallo and Treasurer Pullen to attend the Institute. Motion carried.
- h. Discussion/Action – Purchasing Procedures – President Townsend stated that he'd like to see a more inefficient way for purchasing procedures. No action taken.
- i. Discussion/Action – Employee Lunch Breaks – Kellen Stumbris made a motion seconded by Randy Schmidt to allow employees to take their lunch whenever they please as long as they punch in and out. Motion carried.
- j. Discussion/Action – Donation for Wausaukee Youth Baseball - \$500 –Julie Parkansky made a motion seconded by Kellen Stumbris to donate \$500 to Wausaukee Youth Baseball Association. Motion carried.
- k. Discussion/Action – Menominee Animal Shelter, Inc. donation/ Last year \$150.00 – Hilbert Radtke made a motion seconded by Julie Parkansky to donate \$150 to the Menominee Animal Shelter. Motion carried.

#### 15. Additional Business

- a. Discussion/Action – CenturyTel Telephone Bill Update – After a lengthy discussion the Board agreed to contact Century Tel and eliminate at least two incoming phone lines as soon as numbers can be listed in the telephone directory. One of the lines is for the Village Garage and the other is the Waste Water Treatment Plant. Kellen Stumbris made a motion seconded by John Ranallo to disconnect the two lines. Motion carried

- b. Discussion – Water & Sewer Extension on North Ave to Faxton Street – President Townsend stated there has been a request for a water and sewer line extension on North Avenue to Faxton Street. A Water & Sewer Utility Committee meeting has been scheduled for Monday, May 18, 2009 at 5:00 p.m. to discuss this matter further.
  - c. Discussion – Ordinance Book – President Townsend stated that the Smart Growth Committee has been meeting to go over ordinance changes recommended by the attorney who is re-codifying the Village of Wausaukee’s Ordinance Book.
16. Discussion – Convene to Closed Session per WI State Statute 19.85(1) (f) – Update on possible litigation  
Rosalyn Figas made a motion seconded by Kellen Stumbris to convene to closed session. Motion carried. President Townsend performed a roll call. Julie Parkansky yes, Randy Schmidt yes, Jeff Townsend yes, John Ranallo yes, Hilbert Radtke yes, Kellen Stumbris yes, and Rosalyn Figas yes.
17. Discussion – Reconvene in Open Session – The board reviewed possible litigation formalities and no discussion was preformed. Rosalyn Figas made a motion seconded by Julie Parkansky to reconvene into open session. Motion carried. President Townsend performed a roll call. Julie Parkansky yes, Randy Schmidt yes, Jeff Townsend yes, John Ranallo yes, Hilbert Radtke yes, Kellen Stumbris yes, and Rosalyn Figas yes.
18. Adjourn – Julie Parkansky made a motion seconded by Hilbert Radtke to adjourn the meeting at 11:55 p.m. motion carried.

Posted on 7/08/09  
At 4:00 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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