

**VILLAGE OF WAUSAUKEE
VILLAGE BOARD MEETING
MONDAY, AUGUST 15th, 2011
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

7:00 PM

MINUTES

1. Call to Order – President Townsend called the meeting to order at 7:02pm. Board members present were Ann Hartnell, Bob Wesolowski, Kyle Stumbris, John Ranallo, Rosalyn Figas and Hilbert Radtke. Also present were Town Supervisor Bob Jicha, Street Supervisor Darryll Schmidt, resident Joellen Simpson, Treasurer Sara Pullen, Clerk Toshia Ranallo and Shirley Pruhdomme from the Peshtigo Times.
2. Approval of Agenda – John Ranallo made a motion seconded by Radtke to approve the agenda. Motion carried.
3. Audience to Anyone Wishing to Speak – None
4. Motion to Approve Village Street and Utility Report – Hartnell made a motion seconded by Radtke to approve the reports. Motion carried.
5. Business with Guest
 - a. Discussion/Possible Action – Bob Jicha to discuss changing the name of Ballas Memorial Park – Bob Jicha stated he proposed to the Town of Wausaukee at their board meeting on Tuesday, August 9, changing the name of Ballas Memorial Park to Steve Stumbris Sr. Memorial Park. After Jicha explained that Steve Stumbris Sr. was one of many key members in developing the ball park, the Town board unanimously voted in favor of changing the name. After Jicha told past stories about Steve Stumbris Sr.'s involvement and dedication to the ball park, Ranallo made a motion seconded by Hartnell to change the name to Steve Stumbris Sr. Memorial Park. Motion carried. Rosalyn Figas and Kyle Stumbris abstained.
 - b. Discussion/Action – Ballas Memorial Park Agreement – Wesolowski made a motion seconded by Radtke to sign the agreement between the Village and Town of Wausaukee for the operation of Steve Stumbris Sr. Memorial Park. Motion carried. The municipalities agree to share equally the yearly sanitation and electrical expenses and the general insurance on all appurtenant structures. The agreement will be revisited in 2 years.
6. Motion to Approve Minutes
 - a. Regular Board Meeting 7/11/11 – Hartnell made a motion seconded by Ranallo to approve the minutes. Motion carried.
 - b. Smart Growth Committee 8/11/11 – Hartnell made a motion seconded by Ranallo to approve the minutes. Motion carried.
7. Motion to Approve Bills – Radtke made a motion seconded by Wesolowski to approve the bills. Motion carried.
8. Motion to Approve Treasurer's Report – Figas made a motion seconded by Radtke to approve the Treasurer's Report. Motion Carried.
 - a. 6 Month Review
9. Committee Reports
 - a. Discussion/Action – Smart Growth Committee – Set Meeting – Hartnell stated the committee reviewed a handful of résumés from different engineering firms for the beautification portion of the Highway 141 project. The committee suggested 3 firms. R.E. Lee & Associates, Ayres Associates and Bonestroo. Each firm will be asked to give a 15 minute presentation at the next regular board meeting that will begin an hour earlier than the normal scheduled time.

Ranallo stated the committee also discussed playground equipment for Steve Stumbris Sr. Memorial Park. He also mentioned putting up a thermometer showing fundraising and donations put towards the playground.

10. President's Report

- a. A Finance Committee meeting was scheduled for Thursday, September 8 at 5:00pm and a Water/Sewer Committee meeting was scheduled for Thursday, September 1 at 5:00pm. To work on the 2012 budget.

11. Unfinished Business

- a. Discussion/Action – Preventative Maintenance Checklist for Sewers – Tabled to next meeting.

12. Discussion/Action – Approval of the Following Permits/Licenses Applications:

- a. Driveway Permit – Wausaukee Composites –Radtke made a motion seconded by Hartnell to approve the driveway permit for Wausaukee Composites. Motion carried.
- b. Temporary Retailer's License
 1. Marinette County Fair Association 8/25/11 – 8/28/11 – Ranallo made a motion seconded by Radtke to approve the license. Motion carried.
 2. Wausaukee Recreation Association Inc. 8/21/11 “Concerts in the Park” – Radtke made a motion seconded by Wesolowski to approve the license. Motion carried.
- c. Temporary Operator Licenses – Wesolowski made a motion seconded by Hartnell to approve the following operator's license. Motion carried.
 1. Dave Gross 8/25 – 8/28
 2. Christopher Vieth 8/25 – 8/28
 3. Robert Eggener 8/25 – 8/28
 4. Leslie Marquardt 8/25 – 8/28
 5. Raymond Marquardt 8/25 – 8/28
 6. Jessica Markiewicz 8/25 – 8/28
 7. Greg Schroeder 8/21/11
- d. Operators License – Hartnell made a motion seconded by Ranallo to approve all the operator's licenses. Tobi Bowen will not receive her license until she submits her alcohol awareness certification to the Village office. Motion carried.
 1. Megan Gilligan
 2. Rebecca Franklin – BP
 3. Tobi Bowen – BP

13. New Business

- a. Discussion/Action – Mike Gavigan's Resignation and Hiring Grounds Keeper – Hartnell made a motion seconded by Wesolowski to accept Mike Gavigan's resignation. Motion carried. Hartnell made a motion seconded by Wesolowski to hire Corey Severin to finish out the spring/summer part time seasonal position. Motion carried.
- b. Discussion/Action – Façade Improvement Program for Northwoods Traditions – Ranallo made a motion seconded by Hartnell to approve the Façade Improvement Program for Northwoods Traditions. Motion carried.
- c. Discussion – Possession of Firearms in Municipal Buildings Ordinance – Clerk Ranallo reported that ordinance Attorney Alan Harvey is preparing on ordinance to coincide with state law. Tabled to the next regular board meeting in September.
- d. Discussion/Action – Safety Policy – The board reviewed an extensive safety policy Clerk Ranallo provided from another municipality. Radtke suggested reviewing OSHA regulations. Hartnell

would like to meet with the Water/Sewer and Public Works departments to review the policy.
Matter tabled.

- e. Discussion/Action – Diggers Hotline Training – Darryll Schmidt was directed by President Townsend to train and demonstrate to water/sewer operator Dave Heritsch on how to locate water and sewer lines. No action taken.
- f. Discussion/Action – Treasurer Institute Raise for Sara Pullen – Radtke made a motion seconded by Ranallo to give Sara Pullen a \$1 raise for completion of the Wisconsin Municipal Treasurers Institute. Restitution will be paid from the day of graduation. Motion carried.
- a. Discussion/Action – Petty Cash Drawer for Water Samples Postage – Radtke made a motion seconded by Stumbris to approve a petty cash drawer for postage. Motion carried. The amount will not exceed \$100.
- b. Discussion/Action – Renewal of State Bank of Florence CD. Possible switch from a 12 month to an add-on.
Treasurer Pullen explained the renewal will become due in September. Pullen also explained that the CD would need to be switched from a 12 month to an add-on if the board decided to put funds donated for playground equipment into the CD. President Townsend stated that he would rather see a separate fund for playground equipment and explained it should be kept separate since money put into the fund will come from fundraising and donations. Pullen will gather rates from local banks.

Pullen explained that having add-on capabilities would be easier to incorporate surplus funds that were budgeted for projects. For example, remaining funds budgeted for streets repairs. Radtke made a motion seconded by Wesolowski to renew the State Bank of Florence CD with on add-on and explore setting up a separate CD for playground equipment. Motion carried.

- c. Discussion/Action – Marinette County Fair Board requests ‘No Parking’ signs be posted on Fairgrounds Road and Cedar Street – Radtke made a motion seconded by Wesolowski to approve Marinette County Fair Board’s request and let them post No Parking signs along Fairgrounds Road and Cedar Street for fair week. Motion carried.
- d. Discussion/Action – Set a Streets Committee meeting to discuss snow removal fee schedule – A Streets Committee meeting was scheduled for Thursday, September 1, at 7:00pm.
- e. Discussion/Action – Set Personnel Committee Meeting – A Personnel Committee Meeting was scheduled and then later cancelled. Attorney Alan Harvey informed Clerk Ranallo he will be preparing ordinances to coordinate with new state laws for “Grievance Procedures” and “Conceal and Carry”. These ordinances will be introduced at the next regular board meeting.
- f. Discussion/Action – Change meeting days back to 2nd Wednesday of the month – The next regular board meeting was scheduled for Tuesday, September 13 than later rescheduled to Monday, September 12 at 6:00pm. Hartnell made a motion seconded by Wesolowski to change the regular monthly board meetings to the second Wednesday of each month starting in October. Motion carried.

14. Additional Business

- a. Discussion/Action – Convene to closed session per Wis. State Statute 19.85 (1) (e) to discuss Fairgrounds Lease. Roll Call. John Ranallo made a motion seconded by Ann Hartnell to convene into closed session. Motion carried. President Townsend performed a roll call. Ann Hartnell yes, Bob Wesolowski yes, Kyle Stumbris yes, Jeff Townsend yes, John Ranallo yes, Rosalyn Figas yes and Hilbert Radtke yes.

- b. Discussion/Action – Reconvene to open session to consider possible follow up to closed session. Roll Call. Hartnell made a motion seconded by Kyle Stumbris to reconvene into open session. Motion carried. President Townsend performed a roll call Ann Hartnell yes, Bob Wesolowski yes, Kyle Stumbris yes, Jeff Townsend yes, John Ranallo yes, Rosalyn Figas and Hilbert Radtke yes.

As a result of closed session, Clerk Ranallo was directed to seek guidance from the Wisconsin League of Municipalities regarding the Marinette County Fair Ground lease agreement. It was recently discovered the lease is incorrect. The legal property description is a mile out of place.

15. Adjourn – Radtke made a motion seconded by Wesolowski to adjourn the meeting at 9:25pm. Motion carried.

Respectfully submitted by (TR)

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