

**VILLAGE OF WAUSAUKEE
VILLAGE BOARD MEETING
MONDAY, SEPTEMBER 12th, 2011
WAUSAUKEE VILLAGE HALL
428 HARRISON AVENUE**

**6:00 PM
MINUTES**

1. Call to Order – President Townsend called the meeting to order at 6:00pm. The following board members present were Ann Hartnell, Bob Wesolowski, Kyle Stumbris, John Ranallo, Rosalyn Figas and Hilbert Radtke. Also present were Street Supervisor Darryll Schmidt, Clerk Toshia Ranallo, residents Ruth Jicha, Terry Moza, Dr. Alice Lee, Jim Samster, Shirly Prudhomme from the Peshtigo Times, Wausaukee Recreation Association Inc. President Greg Schroeder, Town of Wausaukee Supervisor Bob Jicha, Lee Novak and Dale Marsh from R.E Lee & Associates, Michael Liebman, Craig Schuh and Elizabeth Runge from Ayres Associates, Lynele Caine and David Boyle from Bonestroo, Mark Girard and Todd Mulvey from Coleman Engineering and Bob McMahon from Fahrner Asphalt Sealers LLC..
2. Approval of Agenda – To approve the agenda as presented. **Motion** (Hartnell/Radtke) carried.
3. Audience to Anyone Wishing to Speak – None
4. Business with Guest
 - a. Discussion/Possible Action – Engineering Firms for the 2015 Highway Project – The following engineers each gave a 15 minute presentation applying for the future HWY 141 streetscape improvement project.
 1. 6:00 pm R.E. Lee & Associates –
 - Located in Green Bay and in business since 1966. President Lee Novak/30 years exp
 - Partners with Romes Design Inc. Robert Schmeichel/40 years exp/Landscape Design
 - Project Engineer Manager Dale Marsh/37 years of exp/ HWY/Municipal expertise
 - Transportation Manager Mark Schuster/30 years exp/HWY Design
 - Extended Staff
 - Recent Projects : Oconto, Peshtigo, De Pere, Neenah, Fox River Trail, Centennial Centre
 - Past Projects: City of Algoma, Calumet County, Village of Bellevue, City of Menasha
 - Public Involvement Emphasis
 - Project Funding: (CDBG), (TIF),(TEA) and Clean Water Fund/Safe Drinking Fund
 2. 6:20 pm Ayres Associates –
 - Large Firm/ Headquarters located in Green Bay, WI/Additional offices in other states
 - Senior Civil Engineer Michael Liebman/32 years exp/Municipal Project Management
 - Municipal Engineer Craig Schue/12 years exp/ Municipal expertise
 - Municipal Planner & Grant Writer Elizabeth Runge/18 years exp/Community and Economic Planning
 - Transportation Services Supervisor Troy Robillard/ 13 year exp
 - Landscape Architect Phil Johnson/ 33 year exp
 - Extended Staff
 - Related Projects: Extensive list including Crivitz, Marinette, Green Bay, Lena, Denmark, Sheboygan, Langlade, Kewaunee, Forest, etc.
 - Dedicated Grant Specialists
 - In-house landscape architecture and lighting design services
 - Public Involvement Emphasis

3. 6:40 pm Bonestroo –
 - Large Firm/Headquarters located in St Paul, MN/Additional office locations including Crivitz, WI
 - Recently purchased by large international company called Stantec that was founded in 1954 and rated number #8 in North America
 - Senior Engineer David Boyle/26 years exp/Municipal Infrastructure
 - Landscape Architect John Slack/15 years exp/ Site Planning
 - Project Manager Lynelle P. Caine/ 17 years exp/ Environmental & Hydrogeologic Assessments/Grant Writing
 - Extended Staff
 - Recent Projects: Renovation of the college hill at University of Iowa, Roseville, MN, Cedar Falls, IA, Minneapolis, MN, Sauk Rapids, MN, Northfield, MN, Racine, WI, Jackson, WI, Cudahy, WI
 - Committed Grant Specialists
 - Water System Modeling and Master Planning
 - Working with small communities experience
 - Public Involvement Emphasis
 - Develop Walkways
 - Capitalizing on Historic Landmarks and Amenities
 - Enhance Wausaukee as a Designation
4. 7:00 pm Coleman Engineering –
 - Engineering Firm with offices located in Iron Mountain and Ironwood, MI
 - Civil Engineering – Road/HWY Design, Water supply/Sewage/Storm Sewer Systems, Erosion Control Design, and Infrastructure need surveys, Inflow/Infiltration Studies, etc.
 - Geotechnical/Geophysical Services
 - Environmental Engineering
 - Construction Staking
 - Land Surveying
 - Construction Material Testing
 - Computer Aided Drafting and Design
 - Geographic Information Systems
 - Municipal Services –Water Systems Design, Wellhead Protection Plans, Septic System Design, etc.
 - Specialize in water/sewer projects
 - Grant Writing
 - Recent Projects: Munising, MI, Norway, MI, Manistique, MI, Niagara, WI, Ironwood, MI

Todd Mulvey reported DOT asked to have the design project completed by 2014. Mulvey stated Coleman Engineering is on track with this deadline.

5. Motion to Approve Village Street and Utility Report – Tar needs to be placed around raised manhole covers. Bob McMahon from Fahner Asphalt Sealers LLC stated he could do a heat seal for \$110 per manhole. Schmidt stated that there are 25 manholes that need this repair. The streets committee will schedule a meeting to discuss this matter. **Motion** to approve the street and utility reports. (Hartnell, Figas) **Carried.**
6. Business with Guest
 - a. Discussion/Action – Wausaukee Community Association requests closing Harrison Avenue and the use of the Parking Lot near Jerry’s Market for October Fall Festival on Friday, September 30 at 2:00pm to set up a tent – **Motion** by (Figas, Stumbris) to close the street at 2:00pm and the parking lot at 4:00pm due to the farmers market. **Carried.**

- b. Discussion/Possible Action – Jim Sampster to discuss opening additional roads in the ATV Route. First Street from Hwy 180 north to Tyler Street to Division Street to North Avenue. – **Motion** by (Stumbris, Wesolowski) to include in the ATV route: Crossing HWY 141 from HWY 180 to 1st Street to Tyler Avenue to 3rd Street to Polk Avenue to Division Street to North Avenue; 1st street to Maple Avenue up 3rd Street to Perch Lake Road. **Motion carried.** These routes will be active as soon as the proper signage is posted.
- c. Discussion/Possible Action – Bob Jicha to discuss the Wausaukee Recreation Association’s Duties. Jicha feels that the Wausaukee Recreation Association should not except donations or open a separate account for playground equipment. He explained the only duty they should focus on is baseball functions. The entire Village Board disagreed. No action taken.

7. Motion to Approve Minutes

- a. Regular Board meeting 8-15-11– **Motion** (Ranallo/Wesolowski) to approve August 15, 2011 minutes as presented. Motion carried.
- b. Street Committee meeting 9-1-11 – **Motion** (Radtke/Stumbris) to approve September 1, 2011 minutes as presented. Motion carried.
- c. Parks Committee meeting 9-7-11 – **Motion** (Ranallo/Hartnell) to approve September 7, 2011 minutes as presented. Motion carried.
- d. Finance Committee meeting 9-8-11 – **Motion** (Figas/Wesolowski) to approve September 8, 2011 minutes as presented. Motion carried.

8. Motion to Approve Bills – **Motion** (Radtke/Wesolowski) to approve the bills as presented. **Carried.**

9. Motion to Approve Treasurer’s Report – To approve the Treasurer’s Report as presented. **Motion** (Hartnell/Ranallo) **carried.**

10. Committee Reports

- a. Discussion/Possible Action – Streets Committee – Radtke reported Marinette County will determine jurisdiction of County HWY C at a Highway Committee meeting on September 21, 2011.

Radtke reported the DNR advises against filling in the hole by Well #1 because it is a wetland.

Motion by (Ranallo, Hartnell), the Village will continue to remove snow off of Main Street. However, property owners are obligated to dispose of the snow piles at their own expense and cannot push snow where it may become a hazard. If property owners are unable to remove snow piles that become hazardous, the Village will have them removed and then invoice the property owner accordingly. A notice will be published in the newspaper and Main Street property owners will be notified by mail. **Motion carried.**

- b. Discussion/Possible Action – Parks Committee – Ranallo reported the committee discussed Evergreen Campground Improvements. **See Parks Committee minutes from 9/7/11.** The committee scheduled another meeting for September 14, at 5:00pm to finalize proposed changes for Village Board approval. No action taken.

- c. Discussion/Possible Action – Finance Committee – **Motion** by (Ranallo, Hartnell) to approve the proposed 2011 budget amendments. **Carried.** Resolutions will be adopted at a later date.

A 2012 budget workshop meeting was scheduled for September, 28 at 5:00pm.

11. President’s Report – None

12. Unfinished Business

- a. Discussion/Action – Safety Policy – Tabled
- b. Discussion/Action – Preventative Maintenance Program – The Preventative Maintenance Program will be reviewed annually at the regular August meeting. The Water/Sewer Department is responsible for completing the checklist. The checklist will be filed in the Village office and filed electronically. **Motion** by (Radtke, Figas) to activate the Preventative Maintenance Program. **Carried.**

13. New Business

- a. Discussion/Action – Resolution 2011-04 Declaration of Disaster Related to August 19, 2011 EF1 Tornado – To approve Resolution 2011-04. **Motion** (Ranallo, Wesolowski) **carried.**
- b. Discussion/Action – Introduce amended Ordinance 9-2-2 Regulating Open and Concealed Firearms and Weapons – Ordinance introduced, no action taken.
- c. Discussion/Action – Resolution 2011-05 Employee Grievance Policy – To approve Resolution 2011-05. **Motion** (Radtke, Hartnell) **carried.**
- d. Discussion/Action – Marinette County to Collect 2011 Taxes – To approve Marinette County to collect 2011 taxes. **Motion** (Radtke, Wesolowski) **carried.**
- e. Discussion/Action – Award Crack Sealing Bids – To reject all bids. **Motion** (Radtke, Wesolowski) **carried.**
- f. Discussion/Action – Award Propane Contract for 2011/2012 – To except Countrystyle Propane as low bid for the 2011-2012 propane contract. **Motion** (Radtke, Wesolowski) **Carried.**
 - Francour Oil & Propane – 1.879 per gallon
 - Countrystyle Propane – 1.73 per gallon
 - Charter Fuels, Inc. – 1.789 per gallon
 - Customer Gas – 1.79 per gallon
- g. Discussion/Action – Point & Pay (Debit/Credit Card Payments) – To approve Point & Pay system for excepting debit/credit cards. **Motion** (Radtke, Wesolowski) **carried.**
- h. Discussion/Action – Crosswalk Signs – No action taken.
- i. Discussion/Action – Renewal of Replacement Fund CD at Bank North for a twelve month term – To renew Replacement fund CD at Bank North. **Motion** (Hartnell, Wesolowski) **carried.**

14. Adjourn – **Motion** to adjourn the meeting at 9:50pm (Hartnell, Wesolowski) **carried.**

Posted on 9/09/11

Respectfully submitted by TR