

**VILLAGE OF WAUSAUKEE
VILLAGE BOARD MEETING
WEDNESDAY, OCTOBER 12th, 2011
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 Ann Hartnell, Bob wesolowski, Kyle Stumbris, John Ranallo, Rosalyn Figas and Hilbert Radtke. Also in attendance were Elliot Smith from DOT, Terry Moza, Dr. Alice Lee, Wausaukee Elementary Principal Jared Deschane, Wausaukee Recreation Association President Greg Schroeder, Bonestroo/Stantec Project Manager Lynelle Caine, Auditor Joel Rennie, Water/Sewer Operator Pam Aide, Treasurer Sara Pullen, Shirley Prudhomme from the Peshtigo Times and Clerk Toshia Ranallo
2. Approval of Agenda – **Motion** by (Hartnell, Wesolowski) to approve the agenda. **Carried.**
3. Audience to Anyone Wishing to Speak – None
4. Business with Guest
 - a. Discussion/Action – Elliot Smith from the Department of Transportation to discuss (CORS) Continuously Operating Reference Station Agreement, aka GPS System – Smith explained the WisDOT is developing a state GPS reference station network which will provide real-time correctors to mobile users. These correctors can be positioned in the field to the 2 centimeter accuracy level in real-time. The program is being partnered with state and local governments, federal agencies and education institutions. The network will eventually cover the entire state with approximately 100 CORS stations operating 24 hours a day. Smith stated one GPS station was constructed at the Wausaukee Waste Water Treatment Plant in 2007 and an agreement was signed in 2006. Smith is requesting the agreement be extended to 2015. **Motion** by (Radtke, Ranallo) to extend the agreement to 2015. **Motion carried.**
 - b. Discussion/Action – Terry Moza to discuss ATV signage – Moza explained the ATV Route signage is confusing and the route needs more arrow signs. He also stated that the sign on 3rd Street is upside down. Moza said Exxon would like to purchase signs to finish the trail for westbound traffic, through Exxon and across HWY 141 to 1st Street. Moza stated that he is going to open his field for eastbound traffic and will need signs. Townsend asked Wesolowski to contact the Town of Wausaukee for more signs and told Moza that he shouldn't be purchasing anything because of his previous donation for ATV signs. Radtke, Wesolowski and Moza will tour the route and place signs wherever needed. Moza again thanked the Board for the ATV Route.
 - c. Discussion/Action – Wausaukee Recreation Association President Greg Schroeder and Member Jared Deschane Request funds be budgeted for the proposed playground at Steve Stumbris Sr. Memorial Park – Schroeder began by reading the Wausaukee Recreation Association's mission statement. *To acquire, develop, operate, and maintain a park and recreation system which enriches the quality of life for residents and visitors alike, and preserves it for future generations.* Schroeder explained the association was initially created to achieve organization at the ball field and help spear head a park system for the Village and Town of Wausaukee. He explained half of a park exists because of the ball diamonds and said now is the golden opportunity to take the area a step further and construct playground equipment. Schroeder stated a playground is well deserved for our community and it will prevent families from driving to outside communities to use their facilities.

Schroeder also pointed out that the School District of Wausaukee has been recognized for many awards and stated that it's our opportunity to grow and get people to come to Wausaukee.

He said there are jobs available within the surrounding area. Many people commute to Green Bay and Marinette for work and live outside of those communities. Schroeder stated that the foundation needs to come from the Village and Town of Wausaukee. He said he has support from all of Wausaukee's local non-profit organizations and they are waiting to see what the Town and Village of Wausaukee is going to contribute toward the project. Schroeder asked the board to budget \$25,000. Schroeder stated the playground company is offering a 40% discount on equipment. An estimated cost of \$95,000 was presented. This cost includes the discount for major playground structures, border, mulch and archway sign. The water park area is \$32,000 and can be planned for in the future if it doesn't fit in the budget. Schroeder also stated they are looking into constructing a new concession/restroom building. Electric and plumbing for the building including a new septic system, all bathroom fixtures, hot water heater and etc., is estimated to cost \$16,500.

Schroeder is also in the process of requesting donations from large companies. These companies have asked him if the Village and Town of Wausaukee are on board with this project. Schroeder expressed support to them but these companies are looking for a specific dollar amount set aside from the Village and Town for the stepping stone towards this project.

Wausaukee School Elementary Principal Jared Deschane stated that the members of the Recreation Association have done a fabulous job putting this project together. He reiterated that this is a pretty comprehensive playground that will draw people into our community. He has been approached many times from parents who say they like our school, but ask, outside of the school what is there to do for the children? Deschane stated that Peshtigo and Marinette have wonderful recreational programs and Wausaukee needs to move in a similar direction. Deschane stated that he shared the playground vision with the school's art teacher and presented the board with sketches from children who were excited to be part of the project.

Townsend expressed that he has always been on board with this vision. He stated the last few professionals he hired at his company did not move to Wausaukee because a lack of activities for children. Instead they moved south of Wausaukee.

Schroeder stated that November 15 is the deadline for the 40% discount. This discount had been extended already from an October deadline.

After viewing many pictures of the playground vision the board expressed support and a **Motion** by (Stumbris, Ranallo) to give the authority to the Finance Committee to procure \$25,000 for the playground fund. **Motion carried.**

- d. Discussion – Joel Rennie – 2010 Audit Presentation – Rennie stated the Village is getting an unqualified opinion which is the best opinion you can receive regarding financial statements presented.

Governmental Activities: Total assets are up \$82,000 as of 2009 and at the end of 2010 were \$2,113,326. Total liabilities are up \$60,525 as of 2009 and at the end of 2010 were \$446,399. Net Assets are up \$21,488 as of 2009 and at the end of 2010 were \$1,666,927.

As far as cash is concerned on the statement of revenues, expenditures, and changes in fund balance report, \$28,518 more cash went out then came in.

Business Type Activities (W/S): Total assets are down \$110,600. A good portion of this amount is due to depreciation. 2010 Total Assets are \$3,252,638. Due to paying off debt, total liabilities are down \$105,000.

Combined total net assets for Governmental and Business Type Activities are up \$16,000 as of 2009 and at the end of 2010 were \$3,884,888.

Rennie pointed out 2010 total revenue budgeted was \$401,550 and actual amount came in is \$402,788 resulting with a revenue increase of \$1,238. 2010 Expenditures budgeted was \$430,048 and actual amount going out was \$431,306 resulting in an expenditure increase of \$1,258. Rennie commended the Finance Committee and has never seen "budget versus actual" within \$20.

Rennie stated that as of December 21, 2010 total bank balance and insured by the FDIC is \$366,241.

Rennie pointed out a schedule of inter-fund receivables and payables between the General and W/S Accounts. Several years ago a big chunk of water/sewer debt was paid off from the General Account. In a few years the water/sewer note will be paid off which will free up the water/sewer cash fund. At that point, the Village can send money back to the general fund or set money aside for WWTP repairs/maintenance.

Rennie stated a significant amount has been cut from sewer operation costs. He added that even though sewer earnings show a shortage of \$7,033 this number has gradually gotten smaller and he has never seen it this small. He commended the Board for monitoring sewer expense functions. Rennie stated once the last Water/Sewer note is paid off this won't be an issue anymore. Rennie also commended Treasurer Pullen for preparing financial reports in QuickBooks.

On a more personnel note, Rennie stated that when his family visits his wife's hometown of Janesville, they visit a park similar to the one presented earlier. He said the Janesville Park is the attraction. Rennie said after sitting through the earlier playground presentation, he agreed it would attract people and would visit the park with his four children.

5. Motion to Approve Village Street and Utility Report – President Townsend pointed out there was damage to the walking bridges in the Evergreen Park and the American Legion bought materials and repaired it. Ranallo expressed disappointment for the way the railroad employees trimmed and left trees. Radtke stated that he left a note on a railroad vehicle asking them to please clean up the trees. Radtke also explained in 2012 all railroad crossings in the Village will be replaced with new ties and rails. Figas suggested Water/Sewer Operator Pam Aide contact customers near the Southview Lift Station and explain pump failure and clogging problems caused by mop material and rags. Radtke would also like a “do not pour grease down your drains” statement on water/sewer bills. **Motion** by (Ranallo, Wesolowski) to approve the reports. **Carried.**
6. Motion to Approve Minutes
 - a. Regular Board meeting 9-12-11 – **Motion** by (Hartnell, Ranallo) to approve the minutes. **Carried.**
 - b. Parks Committee meeting 9-14-11 – **Motion** by (Ranallo, Hartnell) to approve the minutes. **Carried.**
 - c. Water & Sewer Committee meeting 9-15-11 – **Motion** by (Figas, Stumbris) to approve the minutes. **Carried.**
 - d. Finance Committee meeting 9-28-11, 10-5-11 – **Motion** by (Wesolowski, Figas) to approve the minutes. **Carried.**
 - e. Special Village Board Meeting 9-28-11 – **Motion** by (Radtke, Hartnell) to approve the minutes. **Carried.**
 - f. Street Committee Meeting 10-3-11 – **Motion** by (Stumbris, Wesolowski) to approve the minutes. **Carried.**
7. Motion to Approve Bills – **Motion** by (Ranallo, Hartnell) to approve the bills. **Carried.**
8. Motion to Approve Treasurer's Report – **Motion** by (Figas, Wesolowski) to approve the Treasurer's Report. **Carried.**
9. Committee Reports
 - a. Discussion/Possible Action – Parks Committee
Evergreen Campground Improvements – **Motion** by (Hartnell, Radtke) to increase the following camping prices as of January 1, 2012. **Motion carried.**
 - Camping w/30 amp electric/water \$30 per day
 - Camping w/30 amp electric \$25 per day
 - Camping w/20 amp electric/water \$25 per day
 - Camping w/20 amp electric \$20 per day
 - Camping wo/electric \$15 per day
 - Reservation Fee \$5 per day

Ranallo explained the committee discussed the following proposed improvements.

1. Shower room added on to the existing restroom
2. 75' x 75' limestone parking lot located across from the bathrooms (east of the drain field) near the upper campground area.
3. New electrical service in the upper campground
4. Quote for grinding stumps
5. Darryll to receive Quote from Green Bay Concrete for cutting fire rings
6. Eliminate 49b campsite
7. Lattice in front of the electrical board
8. Cameras that can be viewed in real time
9. Ann Hartnell will create a campground map and post it on the Website

b. Discussion/Possible Action – Water & Sewer Committee

The committee recommended Septic/Hauling contracts be updated annually complete with liability certificates. The committee also worked on the 2012 budget.

c. Discussion/Possible Action – Finance Committee – The committee worked on the 2012 budget.

d. Discussion/Action – Street Committee

1. Repairing Manholes – The committee recommended tarring most of the manholes. One manhole in the alley behind the Wausaukee Bowl needs to be black topped. Radtke will meet with Bob McMahon from Fahrner Asphalt Sealers to determine whether to tar or raise/blacktop around manholes and water boxes. Radtke will also obtain advice from McMahon on specific areas in the Village to crack seal.
2. Culvert under County C – Radtke recommends hiring Kurt from Stumbris Plumbing to come with his small excavator and dig the area toward Rudy Messar's property. Then run a hose from the hydrant and flush it out.
3. Choose a street to repave before Nov. 1 to receive MSI monies – Radtke reported on a Local Road Improvement Meeting he attended on October 4, 2011 at Marinette County. There is \$52,000 of MSI (Municipal Street Improvement) monies that can be split evenly between 3 or 4 municipalities. The total cost to crush, shape, shoulder and repave Hillside Road is \$50,500. This includes 3" of gravel with 22' width at 1500 feet. **Motion** by (Radtke, Hartnell) to apply for the MSI grant for Hillside Road. **Motion carried.**
4. Apply for a grant to upgrade County C before Nov. 1 – Radtke met with County Road Commissioner Mark Desotell. He explained there is a MSID (Municipal Street Discretionary Improvement) 50 % project grant available for communities with populations under 20,000. This fund has \$2.5 million and there is a minimum spending of \$250,000 on a project. According to Desotell, repairing County Road C would total \$260,000. If it was decided to go with new curb and gutter for the first block the total would be \$360,000. The grant needs to be applied for before November 1, 2011 and the project has to be completed within 7 years. With that said, if the grant is applied for now, the Village can budget money for the project for the next three years. **Motion** by (Radtke, Wesolowski) to apply for the MSID grant for County Road C. **Motion carried.**

e. Discussion/Action – Smart Growth

1. Select an Engineer for Streetscape Improvements for Hwy 141 Project – Hartnell reported the committee recommends hiring Bonestroo/Stantec Engineering Firm for the streetscape portion of the HWY 141 project. **Motion** by (Ranallo, Wesolowski) to hire Bonestroo/Stantec. **Motion carried.**

10. President's Report – Townsend read a thank you letter from ACW –NWA Wisconsin Pro Wrestling for an event held at the Marinette County Fairgrounds this summer. They hope to return next year.

11. Unfinished Business

- a. Discussion/Action – Grinding Brush – Clerk Ranallo contacted Gunville Trucking out of Niagara. Within the next few weeks they will grind the brush for free. No action taken.
- b. Discussion/Action – Travel/Training Reimbursement Forms – A few changes need to be made to the form. It was suggested the form should state one person instead of multiple people and a few word changes. Tabled until the next regular board meeting in November.
- c. Discussion/Action – Adopt Ordinance 9-2-2 Regulating Open and Concealed Firearms – **Motion** by (Hartnell, Stumbris) to adopt Ordinance 9-2-2 Regulating Open and Concealed Firearms. **Motion carried.**
- d. Discussion/Action – Purchase Prohibit Weapons Signage – Clerk Ranallo will order “No Firearms or Weapons Allowed on this Property” signs. She will contact the Wausaukee Rescue Squad, Wausaukee Library and Wausaukee Housing Authority to get an accurate number of signs to order. No action taken.

12. Discussion/Action – Approval of Permits/Licenses

- a. Provisional Operator’s License
 1. Anthony Joe – BP – **Motion** by (Ranallo, Wesolowski) to approve the operator’s license. **Carried.**

13. New Business

- a. Discussion/Action – Additions to the ATV Route
 1. **Motion** by (Stumbris, Wesolowski) to add the following ATV route. East side of HWY 141. Extend Butternut Avenue from Vicki Drive to HWY 141 (Trail Ends). **Motion carried.**
 2. **Motion** by (Hartnell, Wesolowski) to add the following ATV Route. West side of HWY 141. The entire alley behind Mosher’s Auto aka parcel # 191-01314.00 from Van Buren Street to Tyler Avenue. **Motion carried.**
- a. Discussion/Action – UDAG Revolving Loan Fund Program Changes – **Motion** by (Hartnell, Wesolowski) to amend the UDAG Revolving Loan Fund Program. The revisions will reflect a grant program to further economic development, promote tourism, and provide for facilities improvement and/or additions, and include recreational projects. **Motion carried.** Rosalyn Figas abstained.
- b. Discussion/Action – Amend the Sewer Use Ordinance – **Motion** by (Figas, Radtke) to amend the Sewer Use Ordinance to state “reflect the current sewer rates” and to remove accepting leachate from holding and septic discharges. **Motion carried.**
- c. Discussion/Action – Façade grant application for Joe Schlies / Wausaukee Bowl – **Motion** by (Stumbris, Wesolowski) to approve the Façade Grant application. **Motion carried.**
- d. Discussion/Action – Rent the Village of Wausaukee Sign in Crivitz during winter months for Marinette County snowmobiling advertisement – Radtke suggested renting the Village of Wausaukee sign for four months out of the year to advertise snowmobiling. It was decided more information is needed before any decisions are made. Matter tabled.

14. Adjourn – **Motion** by (Ranallo, Wesolowski) to adjourn the meeting at 9:29pm. **Carried.**

Submitted by (TR)