

Village Board Publication – Campbellsport Village Board – June 9, 2008

Regular Board meeting which was held in the Campbellsport Village Council Room, 177 E. Main Street, Campbellsport.

Item#1 - Meeting called to order by Pres. Twohig at 7:00 P.M.

Item#2 – Pledge of Allegiance recited in unison followed by a Moment of Silence

Item#3 –Meeting notice was given to the Campbellsport News, National Exchange, Post Office, Library and posted at the Village Hall and in compliance with the open meeting law.

Item#4 – Roll Call: Pres. Twohig, Tr.Del Ponte, Tr.Schickert, Tr.Hafemann, Tr.Schellhaass, Tr.Martiny, Tr.Yahr

Others in attendance Mark Gruber, Stephanie Remillard, Henry Straub, Joann Schrauth, Marge & Stu Elwing, Dean Uelmen, Rick Heisler, Ch. Karoses, Betty Bakken, Mary Baker, Bob Beining, Don Vilione & Joe Ciarro of Virchow Krause & Co., Craig Olson, Jim Beck, Matt Mrochinski, Chris Harris, Terri Cribb, Maria Karoses, Cathy Ropinski

Campbellsport News Reporter: Andrea Hansen Abler

Item#5 – **Motion** by Tr.Schellhaass, seconded by Tr.Yahr to approve the minutes of the May 12th meeting as presented and discussed with corrections Ayes-7, Noes-0

Item# 6 – **Motion** by Tr. Del Ponte, seconded by Tr. Hafemann to accept the written Police Dept. report for the month of May as presented. Motion carried without a negative vote outcome.

Chief Karoses said the Drug Drop '08 at the Aurora Health Clinic went well and believes the program will be annual.

6a.- **Motion** by Tr.Yahr, seconded by Tr.Martiny to approve the Operator's licenses for individuals on list as presented except for Cody Rinas for the establishments in the Village contingent on detailed background checks by the Police Dept. for July 1, 2008- June 30, 2009 Ayes-7, Noes-0

6b.- **Motion** by Tr.Schellhaass, seconded by Tr.Yahr to approve the Class A Combination Alcohol Beverage License applications for Fredon Holdinsg, LLC(Campbellsport BP), & MEP Corp. D.B.A.(Klotz's Piggly Wiggly) for period of July 1, 2008- June 30, 2009. Ayes-7, Noes-0

Motion by Tr.Martiny, seconded by Tr.Hafemann to approve the Class B Combination Alcohol Beverage License applications for Culley's Bar & Grill LLC, King Pin Lanes, Inc, Campbellsport Inn LLC, C.C. Cody's(Brown Jug LTD) and Evil Ena's LLC for period of July 1, 2008 – June 30, 2009. Ayes-7, Noes-0

Motion by Tr.Del Ponte, seconded by Tr. Hafemann to approve the Campbellsport Jaycees a temporary Class "B" beer and temporary "Class B" wine license for July 24-27 at Columbus Parc for annual tournament. Ayes-7, Noes-0

6c.- Tr.Schellhaass said at the Safety & Protection meeting a suggestion that Chief Karoses had regarding hiring a Reserve Deputy Officer was discussed. It would benefit the dept. and give a current recruit graduate an opportunity to gain on the job training and the ability to maintain his/her accreditation. This would be a parttime position and fill in the hours that the other parttime officers do not work. Pay would be less and no uniforms unless something we have in stock would fit. This person would have full arrest powers. New recruits are usually proficient on computers and could fill in when Assistant Administration is on vacation or off.

Motion by Tr.Del Ponte, seconded by Tr.Martiny to authorize Chief Karoses to hire a parttime reserve deputy officer as proposed by Chief Karoses to fill in hours not already filled by parttime officers and pay a lesser amount with no new uniforms or equipment purchases. Ayes-6, Noes-1(Schickert)

6d.- Tr.Schellhaass and Chief Karoses stated this new ordinance was necessary to beef up the powers of the police dept. to help curb vandalism on village parkland. A sample ordinance was obtained from City of West Bend and Chief Karoses said he spoke with Police Chief of West Bend and said using this type of language has reduced vandalism and word is getting out that police can kick people off of village parkland for up to one year.

Motion by Tr.Schellhaass, seconded by Tr.Schickert to adopt Ordinance #309 to create authority to the Campbellsport Police Dept. to issue notices, prohibiting a person to be on any village parkland for one(1) year if arrested or issued a citation two or more times within twelve months for any violation that occurs on any Village parkland. Ayes- 7, Noes-0

Motion by Tr.Schickert, seconded by Tr.Del Ponte to approve the Campbellsport Jaycees a temporary Class "B" beer and temporary "Class B" wine license for July 12, 2008 Fireman's Park for the Bill Beck Benefit. Ayes-7, Noes-0

Item#7 – **Motion** by Tr.Hafemann, seconded by Tr.Yahr to accept the written Campbellsport Fire Dept. report for month of May as presented. Motion carried without a negative vote outcome

US Tanker has received the chassis and building of truck is occurring and delivery is expected by end of July.

Item#8 –**Motion** by Tr.Del Ponte, seconded Tr.Hafemann to approve the written Library report for the month of May by Librarian, Stephanie Remillard as presented. Motion carried without a negative vote outcome

8a. Stephanie said Library Board has decided to seal crack and watch the parking lot and she has spoken to Mark Gruber about getting the process accomplished. Pres. Twohig confirmed that seal coating will extend the parking lot surface per Mark Gruber and Rick Heisler.

Item#9 – Don Vilione and Joe Ciurro from Virchow Krause & Company did presentation of financial condition of the Village finances and operations and the water and sewer utilities for 2007. Mr. Vilione handed out summary document and stated the village is a business and with a \$2.7 mil operation. Village has \$11 mil. in equity and approx. \$7 mil. in debt. Audit is an involved process and done with a team and phased approach. Audit determination showed a fair representation of business.

Issues and finding show: 1)Internal weaknesses because of limited segregations of duties

2)Recommendations of accounting methods because of audit firm doing audit (reports done externally)

3) Other comments and recommendations – items to be or have been addressed since audit

Graphs reviewed and explained as well as a few pages in the audit report booklet. Recommendation by Don Vilione to increase water by 30% and sewer rates another 10% in Fall of 2008(rates should be increased each year a little instead of large increase. Primary responsible of Village Boards is to try and keep the tax levy at or below the rate of inflation. By doing so communities can get expenditure restraint monies from the State. Board members were given the opportunity to ask questions. Don Vilione also explained new regulations this year and a letter to Village Board Members asking to communicate things of concern and consideration by Board Members and to call him directly with comments, concerns or questions.

Recommendation by Don Vilione to change by Resolution the policy of putting monies away for reserves. Currently resolution says 25% of all funds and should probably say 25% of general fund and then village is currently meeting that type of policy wording.

Motion by Tr.Del Ponte, seconded by Tr.Yahr to accept the 2007 annual financial report for the Village of Campbellsport and Campbellsport Utilities by Don Vilione & Joe Cuirro of Virchow Krause and Company. Ayes-7, Noes-0

Item#10 – **Motion** by Tr.Schellhaass, seconded by Tr.Martiny to approve the written Public Works report for month of May 2008 as presented by Mark Gruber, DPW Director. Motion carried without a negative vote outcome.

Mark Gruber said he got a price from Gary Seefeldt for Jeff Twohig property on Ladwig St. Gruber also explained ROW differs on streets and Board Members show drive around and take notice of all the items in the Right-of-Way and makes it difficult for snow plowing etc. Village has been fixing some items and really should not be liable for repairs & maintenance. Residents should not be putting hedges, trees, fences, flowers etc. in the ROW. Public Works Committee should be planned to discuss and rectify these issues

10a. - No update report for Wellhouse or Well#4 - Mark Gruber said he has not heard from DNR about status of Well#4 and is not unusual because we do not have a critical need to get well online.

10b.- Pres. Twohig reported that he received the completed Compliance Maintenance Annual Report and report shows wastewater operator is asking for more help and that plant is in violation in the area of the collection system. Another requirement is a Resolution to accompany report. Report is available for anyone's review.

Motion by Tr.Yahr, seconded by Tr.Del Ponte to adopt Resolution #583 regarding the CMAR, maintenance of effluent requirements and reporting of any violations at the WWTF. Ayes-7, Noes-0

10c. – Discussion on water issue on corner of Skyhawk Ave. & Paul Ave. Mark Gruber and Pres. Twohig spoke with Mike & Nancy Hayes and they sounded positive that they did not hook into the stormwater system in private property and would do so. Hayes did move the hose and situation seems to have improved. Pres.Twohig said there is road problem. Road is below the curb line and water creeps onto the road and goes into cracks and roadway is deteriorating. Mark Gruber said a few years back the roadway was dug up and new rock and fabric was replaced with new base and asphalted. There is a catch basin across the road. Pres.Twohig would like a Public Works Committee meeting with Strand engineers when they are in the village for work on Kids Clubhouse drainage issues and also look at Skyhawk/Paul Ave. for ideas and comments.

When property owners request to pipe directly into the back of catch basin, it is the sole responsibility of property owner to pay all expenses.

10d. – Comments received late in day from Atty. John Macy regarding the Developer's Agreement for NJM Development. Comments were also copied to Atty. Madden who is Nick Mueller's attorney for development. Pres. Twohig also stated some of the punch list items have been completed and are occurring. Pres. Twohig also said according to conversation with Nick Mueller he is investigating the heater and lift station damages and may need to take legal action to resolve(the biggest outstanding issue). Developer has done the following items according to Mark Gruber; landscaping(will need to be rechecked after rain event), asphaltting, wet well sealed and TP Concrete contacted to repair chips in curb & gutter.

10e. – Request of Dusty Mueller to obtain building permit for Lot#4. Tr.Schickert said we need to be strong and not issue building permits until all the punch list items are completed and Developer's Agreement is in place.

Motion by Tr.Yahr, seconded by Tr.Del Ponteto grant Dusty Mueller a building permit for Lot#4 in Valley View Estates, but not an occupancy permit and needs to come to the Village Board for approval. Ayes-5, Noes-2(Schellhaass, Schickert)

10f. Pres.Twohig said that during rain storm on Sunday night the WWTF needed to divert water from the lift station down by the dam. Bill Hess also called in Dean Septic to pump and haul out of manholes by fireman's park. The fire dept. also was called and Don Stoffel came with a truck and pumped for 8hr. effluent into the ponds. DNR has already been notified and confirmation received back. Mark Gruber said the comminutor motor was also lost and under water. Mark reported that Sunday(6/8) the WWTF had 1.3 mil. gallons of water pumped thru the plant and does not include the water the fire truck pumped into the river. Mark said that the CMAR for next year will be losing points and sewer utility will need to do something to resolve this collection system problem.

Others areas of damage in the Village include some wash outs along the Nature Trail along the Milwaukee River by Columbus Parc, substantial damage to rip rap by the stormwater ditch leading into the retention pond by Hwy 67. Reports of damage will be reported to Fond du Lac County Emergency Govt. for possible FEMA funding. Fond du Lac County has been declared a disaster area according to the Governor. Pres. Twohig made a public thank you and a debt of gratitude for cooperation of employees for extra work during the rain storm event. Don Stoffel for volunteering for our needs Sunday night with fire truck and pumping(8 ½ hrs). Thank you to Ryan Koll who on duty and spent a lot of over time hours. Bill Hess operator at the WWTF for additional hours and Mark Gruber for overseeing the village concerns.

Item#11- Planning Commission Update –

11a.- Sign Committee has completed work on the sign code language and is making recommendation to the Village Board for adoption. Paul Ziebert the Zoning Administrator for West Bend did substantial work and Clerk stated the proposed sign ordinance language will provide guidelines for building inspector. The current sign code requires a special meeting and variance for most signs being requested for installation. All current signs are grandfathered in the village and would only need to meet code if change in ownership and/or replacing of sign by current owners. Cosmetic maintenance of signs such as bulbs or paint does not require a permit or need to meet new code.

Tr.Yahr said he appreciated all the time and work the sign committee spent on this ordinance, but he said he will not vote for ordinance because he will not restrict businesses any more than they are in the village and it is hard to make a living.

Motion by Tr. Del Ponte, seconded by Tr.Schellhaass to accept Ordinance No. 310 for the purpose of sign regulations and to establish minimum standards. Ayes-5, Noes-2 (Yahr, Schickert)

11b. - Safety & Protection Committee met regarding complaint of Mary Enright on the condition of trailer in mobile home park and owner Bob Beining. Letter was sent to Building Inspector by Mary Enright to inspect trailer for unsafe conditions. Building Inspector would like direction from Village Board before contacting both Mary Enright and Bob Beining for permission to enter trailer and make a determination.

Tr.Schellhaass said according to the pictures submitted by Mary Enright there are a number of violations that should be addressed.

Motion by Tr.Yahr, seconded by Tr.Schellhaass to direct the Building Inspector to investigate the complaint of Mary Enright and trailer conditions get permission of both Mary Enright and Bob Beining to enter premises. Ayes-7, Noes-0

Item#12 - Discussion on request of Bob Beining to obtain a permit after the fact for moving a different trailer into trailer court where another trailer was placed. Mr. Beining did not come to Village Board for

permission or obtain a permit from Building Inspector. This matter will be discussed at a public hearing in front of the Plan Commission on Monday, June 16th.

Pres. Twohig said license for trailer park will be coming due again this summer and Village Board will then need to establish criteria for upcoming year for continued movement toward compliance.

Tr. Schellhaass stated the mobile home ordinance cost the village money and mobile home trailer park owners need to comply with ordinance and fines should be enforced by the Police Dept. until violation is corrected. There was a direct violation of the ordinance and village needs to put foot down and stop violations.

Tr. Yahr said he had a conversation with Mr. Bob Beining and stated Mr. Beining told him that if he moved a trailer out he would not move another trailer in its' place and was going to sell the trailer court in 3 years. When Mr. Beining said these items, then Tr. Yahr said that is why he voted to give the waiver.

Tr. Schellhaass said if the comments that Mr. Beining told Tr. Yahr were true, then he (Bob Beining) point blank lied and should be held liable and not be given building permit or variance.

Pres. Twohig stated there is room for improvement!

Item#13 – Report presented from Graef, Anhalt, Schloemer & Associates, Inc. (GAS). Proposal is for engineering services on the Campbellsport dam for a Dam Failure Analysis. Cost quoted to Village is \$19,725 and village budgeted \$5000 in the current year budget.

GAS firm said they need to confirm the numbers the DNR has stated for spillway capacity and classification of dam.

Item#14 – Pres. Twohig said he is proposing charter ordinance language on creating and establishing spending limits for the Board on future projects. Ordinance language proposed would put restraint of any expenditure for capital improvements and equipment in an amount not to exceed 50% of prior tax levy and would need to be put to a referendum of the electors before authorization to proceed.

Pres. Twohig would like board members to look proposed ordinance over and bring back at another meeting for discussion and comments.

Motion by Tr. Yahr, seconded by Tr. Del Ponte to table charter ordinance no. 311 until the regular board meeting in July. Ayes-7, Noes-0

Item#15 – Pres. Twohig suggested putting together an order of succession for when he as Village President may not be available for a meeting. Clerk said it is up to the Village Board and state statute gives no specific direction to follow. In the past the chair of the Finance Committee took over as President Pro Tem over the meeting. Pres. Twohig said he will not be in town for Aug. 11th meeting.

Suggestion was to move meeting date and Pres. Twohig said he would be around on Aug. 6th.

It was decided that decision will be made at the July 14, 2008 meeting.

Item#16 – Committee reports – Pres. Twohig said a DPW Committee meeting needs to be set up and items to be addressed are: 1) Tr. Yahr said Tom Mueller needs to get back to him on improving drainage on 522 Ladwig property

2) corner of Ladwig St. & FDL Ave. by King Pin Lanes and change radius and Serwe's are willing to work with village to accomplish project.

Item#17 – Comments by citizens – none

Item#18 – **Motion** by Tr. Yahr, seconded by Tr. Martiny to approve bills as presented and discussed for payment for village, water, sewer, fire dept. and library invoices for the month of May. Ayes-7, Noes-0

Item#19 – Announcements /Correspondence– 1) Reconciliation of CAA bank statement – No tournament

2)Journal & CAA entries for month of May 3)Financial Statement for all accounts per auditors for board review 4)Thank you letter from Rick Heisler for use of Comm. Center for Hunter Safety 5)Local person would like to put antenna on water tower(office to look for guidelines and permission from tank manufacturer) 6)Contacts made at seminar put on by Petri (Pres.Twohig had contact with person willing to come to village for disposal of electronic equipment)

Item#20 – No action taken and item skipped due to the late hour.

Item#21– **Motion** by Tr.Schellhaass, seconded by Tr.Yahr to adjourn meeting at 10:44 P.M. Motion carried
Respectfully submitted, Diane Lemke, Clerk/Treasurer CMC, WCMC

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