

Village Board Publication – Campbellsport Village Board – February 8, 2010

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
Excused absence: Tr.Yahr

Others in attendance: Ch. Jeff Lindsley, Ch. Karoses, Mark Gruber, Gary Sharpe, Rick Heisler, Jim Freiberg
Campbellsport News Reporter: none

Item#5 – **Motion** by Tr.Del Ponte, seconded by Tr. Schellhaass to approve accepting the minutes of the January 11th meeting as presented with noted changes. Ayes-6, Noes-0

Item#6 – Gary Sharpe introduced himself and informed Board Members that he is seeking the Fond du Lac County Circuit Judge – Branch #4 position in the Spring Election. He explained his qualifications and three decades of experience in all case fields. He left with; Vote for experience, Vote for Sharpe.

Item# 7 – **Motion** by Tr.Schellhaass, seconded by Tr.Martiny to accept the written Police Dept. report for the month of January as presented by Chief Karoses. Motion carried without a negative vote outcome.

7a.- **Motion** by Tr.Schickert, seconded by Tr.Schellhaass to grant operators licenses to Jean Berg for Campbellsport BP, Amanda Berg for Campbellsport Inn and Christine Paswaters for See No Evil following background checks by the Police Dept. Ayes -6, Noes-0

7b. – Chief Karoses requested expenditure for a wire caged storage unit for the garage and lockers for the officers to store clothing and gear in the garage. Proposal Chief Karoses presented was from Storage Systems Midwest of Waukesha. He did have a quote from Century Fence previously.
Board Members questioned size requested for lockers and would like Chief to investigate if any other companies offer lockers and bring back to the March agenda.

Memorandum received from Judge Jerry Jaye if the Village Board would be interested in a presentation on the history and status of Lakeside Municipal Court. Consensus was “Yes” and clerk will call and schedule.

Item#8 – **Motion** by Tr.Schellhaass, seconded by Tr.Hafemann accept the written Campbellsport Fire Dept. report for month of January as presented by Chief Lindsley . Motion carried without a negative vote outcome

Structure barn fire was the first in the past 2years and had to be visited twice because of a flare up to protect other buildings.

8b. - Chief Lindsley said they are still waiting to find out if the FEMA grant is approved(Paul Tibbetts helped write grant). Money had already been budgeted and reserved for a generator in a previous year.

8a. -**Motion** by Tr.Del Ponte, seconded by Tr.Schickert to accept the write-off’s of \$2,716.34 for ambulance adjustments for the month of January from the Credit Summary report. Ayes-6, Noes-0

Item#9 –**Motion** by Tr.Hafemann, seconded Tr. Del Ponte to approve the written Library report for the month of January by Library Board President, Carol Knuppel as presented. Motion carried without a negative vote outcome

Library President said at their last meeting an information board was discussed and proposal will be presented to Plan Commission for consideration(similar to Brownsville). Two new computers were donated

by the Lions Club and lap top computer purchased was budgeted. Garbage & recycling pickup is planned to go with Waste Management because of a lower price than Veolia.

Library is considering Librarian being a notary public.

Item#10 – **Motion** by Tr.Schellhaass, seconded by Tr.Del Ponte to approve the written Public Works report for month of January 2010 as presented by Mark Gruber, DPW Director. Motion carried without a negative vote outcome.

Watermain break by the carpenter shop at Campbellsport schools on Hwy V was found after midnight and digging began at 7AM and break was completed at 9:37AM and water back on. There was fiber optic and other unknowns which would have made digging in the dark hours dangerous.

10a. –Pres. Twohig informed Board Members that a meeting with FDL County persons(Tom Janke, Al Buechel, Joe Koch & finance person) along with village staff took place on Feb. 8 to talk about another site and speaking to NEB about cost to purchase property. Proposed site being investigated is in the townhouse quadrant across from Mueller Excavating on Campbellsport Dr. & Veterans Ave. and brought into the village to critique.

10b. Update on snow removal on sidewalk by Mark Gruber saying eleven(11) properties had snow removed and billed.

Item#11 - Committee Reports:

11a. Safety Committee met on Jan 18th on sidewalk & hydrant cleaning. After discussion the committee decided to keep the 24hr. ruling without any exceptions. Discussion also on request of snow removal by a business owner from the terrace area. Committee discussed removal for safety or too big of a pile and decided that Board should give direction to DPW. Also safety on corners and terraces for street passage.

Motion by Tr.Hafemann, seconded by Tr.Del Ponte that snow will be removed from business terraces upon request of the business owner provided that it a safety hazard. Ayes-5, Noes-1(Schickert)

11b. - **Motion** by Tr.Del Ponte, seconded by Tr.Martiny to approve the purchase of two new lap top computers for the police department squad cars. Ayes-6, Noes-0

11c. Tr.Martiny said Sewer & Water Committee met on lift station improvements with recommendation. Waiting for status on FEMA grant and decisions on whether to put the generator outside or enclose in building and decide on other options that would best for the utility. With the flows from 2004 & 2008 we do not want to get another NOV and be forced to comply. Committee would like to draw up specs for both engineering firms to bid on equally. Design work is necessary now and can proceed when we would like. Sooner or lately we will be forced to update utility to avoid fines and actions from the DNR.

Desire a high quality engineering and product for a successful project. Stimulus monies may be available. Mark Gruber said village needs to write down guide lines(RFP) so both engineering firms are bidding on services for the same thing.

RFP usually take 2-3 weeks for proposing on the same thing by both firms.

Items to be put in the RFP are: generator, piping, pumping equipment, confined space , roof rehab.

Fine screening at the main plant as an alternate as well as South Barton Road lift station.

Tr.Schellhaass stated he would like addendums on project to avoid NOV's on issues that need to be addressed.

Motion by Tr.Schellhaass, seconded by Tr.Del Ponte to do Request for Proposals(RFP) for process to get the engineering portion of the Sewer Dept. project started and get document together for a meeting on Feb. 15, 2010 for the entire Village Board to review before submitting to the engineering firms for bidding. Ayes-5, Noes-1(Schickert)

11d. - **Motion** by Tr. Del Ponte, seconded by Tr.Martiny to reduce the sewer portion of the bill for Immanuel Lutheran Church for portion of water that was not deposited into the sewer system over the average gallonage which amounts to a credit of \$50.66 on the sewer charges. Ayes-5, Noes-0, Abstain-1(Schellhaass)

Item#12 – CAA request for capital outlay expenditures. Rick Heisler said proposals are for items that the CAA would like to do maintenance at Columbus Parc with CAA funds.

Motion by Tr. Schellhaass, seconded by Tr.Martiny to grant the CAA approval for the capital outlay items as outlined (flag pole/park sign, cooler insert, replace counter tops & cabinets, replace roof shingles, new Gator with lease agreement, infield Rascal and concrete slab for batting cages. Ayes-6 Noes-0

Item #13 – Pres. Twohig explained it is necessary for the Village to adopt a Resolution for levying special assessments on property for improvements.

Motion by Tr.Del Ponte, seconded Tr.Hafemann to adopt Resolution #600 on final resolution authorizing public improvement and levying special assessments against benefited property. Ayes-6, Noes-0

Item#14 – Clarification on elected officials base salary reduction from Nov. 2009 meeting

Motion by Tr Del Ponte, seconded by Tr.Hafemann to rescind the motion from the Nov. 23, 2009 meeting that was made to lower the village board annual fee base by 25% . Ayes-6, Noes-0

Motion by Tr.Schellhaass, seconded by Tr.Schickert to make recommendation that Village Board Members should make a donation of \$100 or whatever they may wish from their salary base back to the village general funds. Ayes-6, Noes-0

Item#15 – Pres. Twohig said in conversation with Brenda Hicks Sorensen of FCEDC that Village of Campbellsport will not be listed as a donor, but FCEDC will continue to work with businesses in Campbellsport and be supportive. Pres. Twohig said he had confirmation that Nick Mueller and Tim Perron would donate monies to support village in the per capita fee recommended by FCEDC as well as our local chamber.

Brenda commented that the village board does not seem to be supportive of the efforts from FCEDC.

Item#16 – Water Utility Update on radium

Mark Gruber commented on the letter dated Jan. 28, 2010 received from the DNR and addressed to Strand and the Village of Campbellsport being copied. Mike Forslund of Strand proposed seven(7) different options with the HMO (Hydrous Manganese Oxides) being the most desirable solution to lower the radium levels.

A pilot plant system will be set up to test the system on how fast the media would fill up and retain radium particles for removal into the system. Cost would be approx. 100,000.00 for equipment, engineering and installation. Pres.Twohig said then the cost could be \$8040.00 per year for chemicals to feed the system and number is on the high end and recommend purchasing a mixed chemical solution.

Item#17 – Implementation of Password Policy - Recommendation by our auditors on our management audit letter to the Village Board to implement security levels. Clerk said proposed sample was found on the Clerk's Network and was modified to fit the Village of Campbellsport.

Motion by Tr.Martiny, seconded by Tr.Schellhaass to accept the Village of Campbellsport Password Policy and implement quarterly. Ayes- 6, Noes-0

Item#18– Implementation of Identify Theft Prevention Program - Recommendation in the management letter from the auditors to have board and employees watch for Red Flags to help detect, prevent and mitigate fraud and identify theft in the work place.

Motion by Tr.Schellhaass, seconded by Tr.Del Ponte to adopt the Village of Campbellsport Identity Theft Prevention Program as presented to help detect, prevent & mitigate fraud and identify theft. Ayes-6, Noes-0

Item#19 - Public Comments - none

Item#20 – **Motion** by Tr. Schellhaass, seconded by Tr.Del Ponte to approve bills as presented and discussed for payment for Village, Library, Water & Sewer invoices for \$52,520.66, fire dept. for \$7,429.23 and additional sheet with bills listed for the month of Jan. dated 02/08 Ayes-6, Noes-0

Item#21 – **Motion** by Tr.Del Ponte, seconded by Tr.Hafemann to accept the journal entries for the month of January 2010 and the Financial statement for December 2009. Ayes-6, Noes-0

Item#22 – Announcements /Correspondence– 1) Email from DOT Anne Ebert regarding updating Hwy 67 in 2016 and staff meeting set for Feb. 17th at 9AM 2)Union meeting set up on Wed.Feb. 16 to discuss furlough days 3)Attended a kickoff meeting regarding US Census – Be Counted in 2010 3)Bonestroo working on obtaining federal grant monies for dam removal

Item#23– **Motion** by Tr.Schellhaass, seconded by Tr.Schickert to adjourn meeting at 9:42 P.M. Motion carried

Respectfully submitted, Diane Lemke, Clerk/Treasurer CMC, WCPC

MinsFeb82010