

Village Board Publication – Campbellsport Village Board – March 10, 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.Stoffel, Tr.Schwartz, Tr.Yahr

Others in attendance: Mark Gruber, Stephanie Remillard, Chief Lindsley, Henry Straub, Joann Schrauth, Don Lichtensteiger, Randy Sinotte, Larry Martiny, Bethal Matthies, Atty. Patrick Madden

Campbellsport News Reporter: Andrea Hansen Abler

Item#5 – **Motion** by Tr.Yahr, seconded by Tr.Del Ponte to accept the minutes of the February 11th & 25th meetings as amended. Ayes-7, Noes-0

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

6a.- No operators license presented

6b. Proclamation to Randall S. Sinotte read aloud by Pres. Twohig and presented for his twenty dedicated years of service and extended years of happiness

Item#7 – **Motion** by Tr.Stoffel, seconded by Tr.Schwartz to accept the written Campbellsport Fire Dept. report for month of February as presented by the Fire Chief Lindsley. Motion carried without a negative vote outcome

7a. – **Motion** by Tr.Hafemann, seconded by Tr.Schickert to allow Fire Dept. to put ad in the Fire Trader magazine for old tanker #404. Ayes-7, Noes-0

Chief Lindsley said the Fire Dept. has written a draft ad to place in the magazine and will give to Clerk for review before submitting the ad to the Fire Trader Magazine

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

Tr.Stoffel asked Librarian about concerns of non-returned items. Stephanie said at certain times of the year there is more of a problem. There is a step process library follows before turning names over to the Police Dept. for collection. On March 26th Julie Hilbert will be at Library to assist low income elderly homeowners to get loans and grants for essential home repairs.

Stephanie explained that the library is having problems with verbal and physical attacks toward employees and this issue is being reviewed by the Library Board and Police Dept.

Item#9 – **Motion** by Tr.Del Ponte, seconded by Tr.Schickert to approve the written Public Works report for month of February 2008 as presented by Mark Gruber, DPW Director. Motion carried without a negative vote outcome.

Truck was taken to Mueller's in Random Lake who replaced the brake controller at no cost and they do not believe there was an issue and was working when it was taken back to Mueller's. Truck had been taken to Bob Fish who got the brake controller working.

9a – Well #4 Bubbler System Update- Mark reported that system was partially installed on March 4th and tentative start up date of March 18th. Pump installer will hook up air lines before March 18th. Once the well is up and running and sample testing done(x2) and sent to Lab for results then the DNR

9b. –Water damage at Lift Station on S.FDL Ave.(WLM properties) Mark explained that line burst in lift station and staff repaired damage and got system up and running. The only bill occurred to date is from LW Allen. The system is functioning manually and nothing has been done to SCADA and running on the secondary system. Staff is waiting for direction from Village Board. Recommendation from LW Allen is to replace all electronic components(\$38,927). Clerk alerted Insurance Co. (State Government Property Fund) but has not submitted a claim.

Atty Patrick Madden said he wanted to be put on the agenda to bring the Village Board up to date on what has been going on with the development. Atty. Madden said he found and sent copy of the deed to the village showing the property was deeded to the village. Clerk Lemke stated she has not received that document. Clerk did state the land(Outlot #1) was deeded(2006) to the Village, but no resolution has been produced or acted upon by the village board to turn building or equipment over to the Village.

Atty. John Macy explained that the previous Village Board's carefully worded the Developer's Agreements so the taxpayers would not be responsible for any expenses related to the Development. Example given was that the village personnel plow the streets, but the improvements are not accepted until a Resolution is passed and then the improvements have a one year warranty period. There has not been any final acceptance of the improvements. Developer's Agreement is the contract that is controlling.

Atty. Madden said the only reason he was at the meeting was to communicate to the village board what was happening with the property. If you run into a problem that openness and honesty are the best policy.

Litigation is still pending, but Nick Mueller is trying to make the project work and move forward.

Atty. Macy said that whoever ends up with the land will need to come to the village and request amending the Developer's Agreements if plans change for the property.

Motion by Tr. Del Ponte, seconded by Tr.Schickert to direct Pres.Twohig and Clerk/Treasurer, Diane Lemke to draft letter spelling out the facts related to the lift station damage located at 697 S. Fond du Lac and send letter to both the old and new entities and have both entities respond and then the Village of Campbellsport can respond accordingly. Ayes-7, Noes-0

Motion by Tr.Schickert, seconded by Tr.Del Ponte stating that apparently there are violations of Developer's Agreement and direct the Building Inspector not to issue further building permits on any of the three WLM projects without knowledge of the Full Village Board and permission given. Ayes-7, Noes-0

9c. & d Mark Gruber said that Fond du Lac County has made salt available, but has asked that we should continue to conserve. The worst streets in the village are Ladwig St.between Jenny & S.Helena and Allison Way by Kids Clubhouse and Meyer St. Potholes on N. Helena are being filled and hopefully will stick. Mark & Tr.Stoffel commented that there is a dangerous situation of a build up of snow on the roads from the groomer and snowmobiles. When these vehicles cross the roadway a large amount of snow is dragged onto the roadways and has become an ice and snow build up which vehicles can hit and cause an accident or vehicle damage.

9e.- Pres. Twohig stated Strand Engineering is still talking to him about a Stormwater survey in the community and he said he is not interested because of the amount of snow and ice we received this year and going over budget. Twohig said he would like to drop project until 2009

9f. – Lift station down by the dam needs repairs and at previous meeting village board authorized Mark to spend monies as he thought. Mark distributed information from Crane Engineering to repair communiutor for cost of \$10,835 for parts and labor.

Charlie Isham of Crane is looking into a different type of screening system for that application.

Item#10 – Planning Commission Reports –

10a. Roger Bartelt at 549 Ladwig St. originally came to Plan Commission to put his sump pump water into the back of stormwater system, but subsequently changed his mind just direct the flow onto the western side of his property and flow into the curb. Drainage plans show swale along property lines. Discussion with new potential buyers was to have them speak with Developers to have swales put in contingent on sale.

10b. Dennis Hahn has requested that he would like to acquire parcel of Village property designated at BR-005 and attached unto his property.

Motion by Tr.Yahr, seconded by Tr.Stoffel accept recommendation of the Plan Commission and allow Dennis Hahn acquire village property next to his as indicated on presented map (BR-005) and all costs incurred will be responsibility of Mr. Hahn. Ayes-7, Noes-0

10c. – Sign ordinance language update had a meeting on March 3 and another meeting set for March 17th to continue reviewing ordinances from various communities.

Item#11 – Discussion on request from Tr. Schwartz regarding Administrative Position --.

Tr.Schwartz wanted to give his opinion on administrator position and did some research. Concerned about debt and wants to get someone who is experienced enough and has a degree to help the village.

According to his records the village taxpayers and utility users are \$9.489 million in debt. A qualified man can save money. Village needs to be accountable. There are no work rules in place. The Board and Employees need help.

Tr.Del Ponte said her goal to herself last year was job descriptions and getting information on an administrator position. Paper work was distributed describing how administrator government works. Tr.Del Ponte said she obtained from Public Administration Associates, LLC a sample ordinance.

Pres. Twohig said that presently non of salaried people have job descriptions. The Village started to write job descriptions for the hourly people, but once the union situation came about that ended because job descriptions will need to be worked out with the union. If hiring an administrator; then you will need to let that person know what is expected of them and what is the relationship of the current employees with the administrator. Twohig doesn't think we are at the point to hire someone and need to do some background work before proceeding.

Tr. Del Ponte would like to contact a head hunter to speak with and answer questions of the board.

Tr. Del Ponte said she did write up some job descriptions.

Tr.Stoffel was concerned that there was no money budget for this position.

Tr.Del Ponte said the village is a business and in this day and age the rules, the regulations, the knowing where to get grants that an administrator can do.

Tr.Stoffel said do you remember during budget time when clerk asked for a parttime position and was voted down and now an administrator would be more money.

Clerk informed Board Members that adding a position to the village is not legal and cannot be done now and would need to be talked about during the budget process.

Motion by Tr.Schwartz, seconded by Tr.Schickert that the village board move forward to search for, locate and hire a qualified person to be administrator of the village as soon as possible. Ayes-5, Noes-2(Twohig, Stoffel)

Tr.Schwartz read what he had for a second motion and after board discussion, Pres.Twohig referred the administrator position discussion to the Personnel & Budget Committee for review and recommendations back to the Village Board. Meeting was set up for Monday, April 21, 2008 at 6PM

Item#12 - Clerk announced that absentee ballots are available upon request for the Spring April 1st election and public testing notice was given to Campbellsport News and will be conducted Wed. March 26th

Item#13 – Pres. Twohig stated no action on Ratification of Employee Unit Local #1061. Meeting for negotiation team on Wed. March 19th at 5PM

Item#14 – Comments by citizens – none

Item#15 – **Motion** by Tr.Schwartz, seconded by Tr.Yahr to approve bills as presented and discussed for payment for village, water, sewer, fire dept. and library invoices for the month of January. Ayes-7, Noes-0

Item#16 – Announcements – 1) CAA reconciliation 2)Journal entries for month of Feb/March 3)Cport Chamber new chairperson is Chris Schanen and Easter Bash is Sat. March 22 4)Legislative updates 5)Sign and ksiok being installed by FDL Cty along Eisenbaum Trail. 6)Joel Fleischman and Dan Stukenburg working on design for new playground equipment in Fireman’s Park 7)WE Energies info meetings in March. 8)Received Tree City USA status

Item#17 & 18– no need to go into closed session per Pres. Twohig

Item#19 - no other announcements

Item#20– **Motion** by Tr.Stoffel, seconded by Tr.Del Ponte to adjourn meeting at 9:54P.M. Motion carried
Respectfully submitted, Diane Lemke, Clerk/Treasurer CMC, WCMC

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