

Village Board Publication – Campbellsport Village Board – April 12, 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 Tr.Yahr-(arrived at 7:12PM)

Others in attendance: Mike Knuppel, Rick Heisler, Jeff Lindsley, Tim Perron, Ch. Karoses, Mark Gruber, Glen Renderman, Carole Marchant Ferber, Bill Hess, Stephanie Remillard , Dan Ketter, Leslie Carpenter, Don Miller, Mike Bassill, Mary Baker

Campbellsport News Reporter: Andrea Hansen Abler

Item#5 – **Motion** by Tr.Schellhaass, seconded by Tr. Schickert to approve accepting the minutes of the March 8th and 15th meetings as presented with corrections Ayes-6, Noes-0

Item#6 – **Motion** by Tr.Schellhaass, seconded by Tr.Del Ponte to accept the written Police Dept. report for the month of March as presented by Chief Karoses. Motion carried without a negative vote outcome. Ch. Karoses reported that Dept. is holding a stolen car from Rice Lake

6a. **Motion** by Tr.Del Ponte, seconded by Tr.Schickert to grant the 6 mos. temporary Class “B” (Picnic) Beer and temporary “Class B” (Picnic) wine license for the Campbellsport Jaycees at Fireman’s Park and the Campbellsport Athletic Association at Columbus Parc from May 1- Oct. 30, 2010. Ayes-6, Noes-0

6b. **Motion** by Tr.Schellhaass, seconded by Tr.Del Ponte to grant operators license to Debby Flasch for Ella’s Pub & Eatery and Amy Krieser, John Kleinke,& Chantella Hitt for See No Evil following background checks and recommended by the Police Dept. Ayes -3, Noes-2(Martiny,Schickert), Abstain-2(Hafemann, Yahr)

Motion by Tr.Schickert, seconded by Tr.Martiny to accept the application of Todd Kleinhans for an operators license for Ella’s Pub & Eatery with stipulation until July 1, 2010 that license can be revoked for any violations relating to business and reinvestigate application for the upcoming year 2010-2011. Ayes-4, Noes-1(Twohig) Abstain-2(Yahr, Hafemann)

6c. – Chief Karoses presented a spreadsheet for requested lockers from two different companies with pricing. **Motion** by Tr.Schickert, seconded by Tr.Martiny to get the storage unit cage for evidence storage and lock up for cost of \$3113 and delay purchasing the individual lockers until 2011 budget year. Ayes-6, Noes-1(Yahr)

Oath of office was given to the re-elected trustees; Michael Yahr, David Schellhaass and Larry Martiny by Village Clerk, Diane Lemke for the upcoming term of April 2010- April 2012.

Item#7 - **Motion** by Tr.Yahr, seconded by Tr.Schellhaass to accept the written Campbellsport Fire Dept. report for month of March as presented by Chief Lindsley . Motion carried without a negative vote outcome

7a. -**Motion** by Tr.Del Ponte, seconded by Tr.Yahr to accept the write-off’s of \$2,248.49 for ambulance adjustments for the month of February from the Credit Summary report. Ayes-7, Noes-0

7b. - Chief Lindsley said that Craig Olson sent in more information to the DNR and still waiting to hear about the FEMA grant monies.

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

Stephanie said painting was cancelled because State supervisor had personal issues. Volunteers are needed to finish painting walls in the lower level.(Paint has already been purchased) Man from Krueger painting said he would do the four(4) remaining walls in the upper level for \$300. Outside sign will be installed by Jaeger on Friday, April 16th.

8a. There are two new individuals wishing to apply for the vacant position on the library board(Leslie Carpenter and Dan Ketter). Sharon Smith-Leiterman would like to remain on the library board for another three year term

Motion by Tr.Schellhaass, seconded by Tr.Yahr to approve the appointment of Dan Ketter and reappointment of Sharon Smith-Leiterman to the Library Board for a three year term beginning May 1, 2010 until April 30, 2013. Ayes-7, Noes-0

Item#9 – **Motion** by Tr.Schellhaass, seconded by Tr.Martiny to approve the written Public Works report for month of March 2010 as presented by Mark Gruber, DPW Director. Motion carried without a negative vote outcome.

Street sweeping will be done by Power Sweep on April 13th & 14th before the winter parking ban expires.

9a. –Pres. Twohig said Bonestroo plans to have an update on June 1st or July 1st on the dam project Mill race is leaking and becoming more intense but does not create a safety hazard.

9b. Update on Lift station - Mark Gruber said he along with Bill Hess, Pat Twohig & Dave Schellhaass are going to Reedsburg & Cross Plains along with Bill Schill to view Vulcan screen operations. Baxter – Woodman survey crews were in village today doing survey work on the N. Barton Rd. and Precision Dr. and stormwater ditch and meeting is set for Thur. April 15th at 8AM to review the information.

9c. - Construction is taking place on the Perron property between Campbellsport Drive and Precision Dr. and drainage plan was submitted along with extended parking lot on the north side of Precision Dr. and will decide after Baxter –Woodman survey work is completed to find out what direction would be best suited to keep water flowing.

9d. – Pres. Twohig said based on the village current financial situation there are four streets that need repairs and pre-engineering has been completed on N. Helena St. The worst spots are by the post office and replacement areas where underground water repair work was done. If work was to be done the approx. cost would be \$180,000-\$190,000 and would need to be borrowed. The others roads that are in dire need of repairs are Meyer ST., Railroad St. and Precision Dr.

10 - Glen Renderman owner of the Kid's Club House had concerns on the billing invoice he received for improvements along side and in front of his property. Renderman did not feel he should be paying for the turning lane and the underground culvert under Hwy W(Grandview). Feels this is more public improvements instead of private.

Pres. Twohig stated the village policy has been consistent with charges to developers with improvements to streets and ROW abutting properties. The Village did pick up the extra cost for the poor subgrade soils found and excavated and a reduction in curb & gutter because of being a corner lot.

Tr.Schellhaass believes the bill should stand as sent out.

It was decided by the Board Members to place this agenda on the May agenda for further consideration.

Mike Bassill asked Pres. Twohig and Village Board for a date when his mother's driveway approach at 315 E. Sheboygan St. would be removed and replaced because they are not happy with job from last Fall and is

unacceptable and wants to know when the situation will be rectified. Pres. Twohig said he has not viewed the driveway approach recently and will have the contractor look at the approach and will pursue the issue. Mark Gruber said he will contact Dusty Mueller and make him aware of issue and wants to make sure winter season is over before moving forward. Pres. Twohig stated there is retainage money left on project. Village will try to have an answer in 30 days.

Item#11 - Plan Commission Reports:

Fire Dept. is requesting approval for placement of a Fire Dept. Memorial in Fireman's Park. Construction will be a memorial wall and shell shape area for viewing to honor fire members who left in good standing and will have some lighting. Ch.Lindsley said this is being constructed with non tax paying dollars. Bricks will be available for viewing at National Exchange Bank for designated dollar amounts and scrip.

11a. - Motion by Tr.Schicket, seconded by Tr.Hafemann to accept the recommendation of the Plan Commission and approve the memorial wall of which the basic structure portion in Fireman's Park is to be completed by July 4th. Ayes-7, Noes-0

11b. - Motion by Tr.Yahr, seconded by Tr.Schickert to accept the recommendation of the Plan Commission to accept the drainage plan on extension(150 x140) of the existing trailer parking lot on north side of Precision Dr. for Perron Trucking with an approved tree planting plan as a buffer zone as recommended by Village Forester. Ayes-7, Noes-0

Item#12. Clerk, Diane Lemke explained the phones & phone system in the village office and police dept. are in need of update for communication with the public and lack of phones to conduct business. Charter Communications came in for updates to the email and web communication and only way to enhance our communication system is to update our phone system. Charter referred me to Quantum Communications from FDL who is the same vendor that the Library chose when they updated their phone system. Representative from Quantum came in and sent the following quotation of \$3294.00 to install control unit 6 line and 16 phones for a price of \$3294.00.

Tr.Yahr said he contacted CTI Technologies in West Bend and received a quote for \$878.00 less and upset that more quotes were not sought by the village clerk.

Motion by Tr.Schellhaass, seconded by Tr.Del Ponte to go ahead with Quantum Communication for a phone system for \$3294.00 and check into the optional voice mail system. Ayes-3, (Schellhaass, Twohig, Del Ponte) Noes-4 (Hafemann, Martiny, Yahr, Schickert)

Item#13 – Pres. Twohig did an update on the auditor's report and recommendation on water rate increase. Pres. Twohig said Tr. Schellhaass, Tr. Del Ponte, Tr.Yahr, Clerk-Diane Lemke met with auditors to go over the preliminary report. Situations occurred that expenses in the village went over budget and we did not maintain the 25% fund balance level as per resolution.

Pres. Twohig made the following statement:

Certain Board Members and myself met with the auditors to discuss the 2009 draft financial statements. At that meeting there was a discussion concerning the financing of the 2009 road projects costs. It had been the Board's intention at the time of approving the 2009 road project that the financing would come from the available Capital Projects funds, and that if any short fall of funds might occur in the Capital Project Fund, the General Fund would make up the difference. Accordingly, I move that we approve a transfer of \$72,000 from the General Fund to the Capital Projects Fund to provide additional financing required for the 2009 road project. I also move that that the Board allow the receivable of special assessments for the road project in the amount of \$45,289 be reported in the Capital Project Fund and permit the General Fund to advance the Capital Project Fund the amount of this receivable until its time of collection.

Tr.Yahr said he wrote down some quotes from the meeting with Don Vilione that he said. 1)Today is the day we need to find the money one way or the other 2)He said he asked Diane where the Board was going to get the money; they said they will find it 3)In the future the Board needs to ask how are we going to fund

this project 4)Before you do any project you got to know where the money is coming from before you can even vote on it. 5)If you guys spend more than you have budgeted the taxpayers can come back at you personally

Tr.Hafemann said the village needs to keep up their assets. We can't always be doing catch up.

Motion by Tr.Schellhaass seconded by Tr.Del Ponte to accept the auditor's recommendation as stated in paragraph as read aloud by Pres. Twohig and do the recommended transfers of \$72,000 from Capital Fund to General Fund to balance the budget and bring village back into compliance. Ayes-7, Noes-0

Pres Twohig explained that the water utility is not currently able to raise enough revenue to cover all the expenses related to running the utility. The water utility can currently go for a simplified rate of approx. 3% and sometime in the future will need to go for a larger increase for approx. cost of \$5000 for the long form. It was decided to wait until auditor Don Vilione comes to the Village Board meeting to explain the status of the utility and the recommendation he would suggest.

Item #14 – Pres. Twohig explained the draft Resolution #601 is for the application for funds from the Safe Water Loan Fund Act to file for state financial assistance for the radium improvements.

Motion by Tr.Schellhaass, seconded by Tr.Yahr to adopt Resolution #601 authorizing representative to file applications for financial assistance from the State of Wisconsin Environmental Improvement Fund
Ayes-7, Noes-0

Item#15 – Pres. Twohig said this issue on union staff reduction is carried over from last month's discussion. After discussions with dept. heads and attorney it was recommendation that we have a village shut down and lay off union employees for 1 day a month or so during the summer months.

Motion by Tr.Yahr, seconded by Tr.Martiny to go along with the attorney's recommendation to have a one day village wide shutdown per our budget restraints April-Oct and do so at the department heads discretion.
Ayes-6, Noe-1(Schellhaass)

Item#16– Public Comments - Carole Marchant Ferber commented on the village web sites and amount of valuable information on the community web site. The historical information is instrumental and a lot of work was put into gathering and putting the information on the web site and an asset to the community. Also an arrest was made in the Police Dept. by putting information on U-Tube on the web site. The needs of the entire village are being met and the person running the website has been efficient and knowledgeable.

Item#17 – Discussion dual web sites. Tr.Del Ponte said the reason for the second site was because the community site was dormant for some months after the last election. Pres.Twohig said he went thru the training and required skills he did not have. On the village site the information is basically the agenda & minutes and village info and no fringes. Twohig said this will be his last year as village president and whatever the board wants to do someone else will need to take over the job.

Board Members recommended that guidelines should be set up for maintaining the website and what goes on the website.

Ch.Karoses reiterated that Dean Uelmen is a volunteer for the website and does an excellent job.

Item#18 - **Motion** by Tr. Hafemann, seconded by Tr.Del Ponte to approve invoices as presented and discussed for payment for Library \$5121.83, Village, Water & Sewer invoices for \$162,547.85, Fire dept. for \$9,964.26 and additional sheet with bills listed for the month of March dated 04/12 Ayes-6, Noes-1(Yahr)

Item#19 – **Motion** by Tr.Yahr, seconded by Tr.Martiny to accept the journal entries for the month of April 2010 financial statement for March. Ayes-7, Noes-0

Item#20 – Announcements /Correspondence– 1) CHS students are having a Relay for Life event on May 14
2) NIMS training from FDL County Emergency Mgt. 3)Kickoff meeting with Baxter-Woodman on Thur.

April 15 on wastewater project. 4)Pres.Twohig had contact with St. Joseph's Convent about concerns on driveway north of post office 5)Set up reorganizational meeting – April 26th at 6PM
6)Tr.Yahr brought a bag of debris from Theisen field. 7)Tr.Yahr announced his resignation of his trustee position effective 11:59PM Monday, April 12, 2010

Item#21– **Motion** by Tr.Yahr, seconded by Tr.Hafemann adjourn meeting at 10:27 P.M. Motion carried
Respectfully submitted, Diane Lemke, Clerk/Treasurer CMC, WCPC

MinsApril122010