

**Village Board Publication – Campbellsport Village Board – April 25, 2011**  
**Special Reorganizational Village 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 6:10 P.M.

Item#2- 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#3– Roll Call: Pres.Twohig, Tr.Del Ponte, Tr.Schickert, Tr.Hafemann, Tr.Schellhaass, Tr.Krebs  
Others in attendance Mark Gruber, Dean Uelmen, John Knepel-Baker Tilly, Dawn Gunderson & Greg Johnson – Ehlers, Dusty Mueller  
Campbellsport News -Andrea Hansen Abler

Item#4 – Pres. Twohig introduced John Knepel of Baker Tilly who a partner of the firm and participated in the audit for the village and departments for 2010. The financial statement booklet and internal control booklet were distributed to Board Members prior to the meeting for review. John Knepel presented an executive summary of the 2010 audit financial statements.

- A. John explained the audit process, the financial statements fairly presented and a report on the importance of internal controls and communications between the employees, village officials and audit firm.
- B. John then went on giving financial statement highlights. 1)General government statements for all funds on accrual basis. Assets, revenue and expenses of the village and utilities 2)General fund compared to budget for 2010 and increase in equity. 3)Utility financial statements and the need that each should raise enough revenue to cover general operations and depreciation and not borrow monies from general fund. Rates need to support the operations required.
- C. Long term debt was explained and that the general fund has capacity to borrow for projects. Water fund should be reimbursing the general fund and raise rates to cover all operation expenses.
- D. The audit for 2011 will begin in October and all questions and comments are encouraged and welcome

**Motion** by Tr.Del Ponte, seconded by Tr.Schellhaass to accept the financial statement update presented by John Knepel of Baker Tilly audit firm for the 2010 fiscal year. Ayes-6, Noes-0

Item#5 – Dawn Gunderson and Greg Johnson of Ehlers who worked together on issues for the Village of Campbellsport presented options on borrowing for upcoming projects. Dawn presented a proposed financing report plan for 2011 capital projects.

The plan was initiated by a staffing meeting with Pres. Twohig, Clerk Diane Lemke and herself.

Estimated project costs were for street projects(Meyer, Railroad, Precision & N. Helena); water projects-water tower painting; sewer project- new lift station on Barton Rd. Total estimated costs were \$935,000 plus related finance expenses for a total of \$970,000.

Different scenarios were presented using General Obligation bonds. The final decision will depend on how much the Village Board feels comfortable with and the affect on the tax rate. Other options for borrowing monies is the local banks or State Trust Fund. These will make payment straight across the board with principal and interest payments.

Item#6 – Awarding of the street project was the next item, but where the money will come from needed to be determined before proceeding.

**Motion** by Tr.Schellhaass, seconded by Tr.Del Ponte to move forward and have Dawn Gunderson of Ehlers get proposals for GO bonding for the street project of (Meyer,Railroad & Precision) and water tower painting not to exceed \$600,000 and bring back report in May for review. Ayes-4 Noes-2(Schicket, Krebs)

**Motion** by Tr.Schellhaass, seconded by Tr.Del Ponte to proceed with the awarding of the street project as recommended by Strand Engineering to Mueller Excavating Inc. in the amount of \$322,614.25 for Meyer,

S. Railroad and Precision Drive reconstruction and some charges will be charged back to property owners. Ayes-4, Noes-2 (Krebs, Schickert)

A public hearing is necessary to invite all property owners to explain the project and estimated costs of project and their estimated proportionate share.

Item#7 - Committee Assignments- Pres.Twohig announced that he made some minor changes on Committee assignments and left Open spots for the vacated trustee position and he would sit on those spots until position is filled.

**Motion** by Tr.Schickert, seconded by Tr.Hafemann to accept the Committee assignments as presented for 2011-2012 by Pres.Twohig. Ayes- 6, Noes-0

Item#8 -**Motion** by Tr.Schellhaass, seconded by Tr.Krebs to continue using National Exchange Bank as the primary and Hometown Bank for Fire Dept. accounts for the Village of Campbellsport Official Depository Banks. Ayes-6, Noes-0

Item# 9 – **Motion** by Tr. Del Ponte, seconded by Tr.Schellhaass to approve retaining legal counsel of Jeremy Przybyla, Davis & Kuelthau, S.C. and John Macy for the Village of Campbellsport Ayes-6, Noes-0

Item#10 - **Motion** by Tr.Schickert, seconded by Tr.Del Ponte to designate the Campbellsport News as the official newspaper for the Village of Campbellsport legal notices, agendas, minutes etc. Ayes-6, Noes-0

Item#11– Pres. Twohig announced that two candidates on the Zoning Board of Appeals had term that was up. Chris Schanen & David Nims are willing to serve another three(3)year term; and Chris Schanen will remain as Chairperson.

**Motion** by Tr.Hafemann, seconded by Tr.Del Ponte to accept the Zoning Board of Appeals as presented and reappointment of Chris Schanen and David Nims for another three(3)year term and Chris Schanen remaining as Chairperson. Ayes-6, Noes-0

Item#12- Pres.Twohig stated there is one open position on the Plan Commission and he has asked someone and they will get back to him soon.

**Motion** by Tr.Schellhaass, seconded by Tr.Krebs to approve the reappointment of another 3year term for Duane Fenrick to the Plan Commission Board until 2014 along with the other 5 members and noting the 7<sup>th</sup> position as an open position at the present time. Ayes-6, Noes-0

Item#13 – Pres. Twohig suggest tours of Village facilities should be set up and encourages all board members to attend. It was also suggested that all properties that the village owns should be visited. Thursday evenings and Saturdays seemed to work the best. Tr.Schellhaass will meet with Mark Gruber to set up dates and times and will get back to board members.

Item#14 –**Motion** by Tr.Del Ponte, seconded by Tr.Krebs to adopt Resolution the next number to be determined authorizing the issuance and sale of up to \$216,525 Water System Revenue Bonds, Series 2011, and providing for other details and covenants with respect thereto. Ayes-6, Noes-0

Item#15 - **Motion** by Tr.Del Ponte, seconded by Tr.Schellhaass to set the Board of Review date of May 25, 2011 and time of 2-4PM in the village council room, 177 E. Main St., Campbellsport. Ayes-6, Noes-0

Item#16 – **Motion** by Tr.Schellhaass, seconded by Tr.Hafemann to approve payment of bills as presented for village, water, sewer, library and fire dept.invoices totaling \$16,661.17. Ayes-6, Noes-0

Item#17 – no action on vacated trustee position. If anyone knows of someone interested they should have them write a letter of intent. Pres. Twohig reminded trustees that we still have someone that wrote a letter and would like to be on the village board.

Item#18 – Announcements – 1)Drug Drop, April 30<sup>th</sup> at Campbellsport Clinic 10-12 2)Letter from Chuck Lichtensteiger was distributed at beginning of meeting to Board Members 3)Pres.Twohig handed out his Goals for Village 2011-2012.

Item#19– **Motion** by Tr.Krebs, seconded by Tr. Hafemann to adjourn meeting at 8:19 P.M. Motion carried

Respectfully submitted, Diane Lemke, Clerk/Treasurer WCPC CMC  
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