



Regular Village Board Meeting
Monday, November 13, 2017 – 6 pm
Campbellsport Municipal Center
Community Room – 470 Grandview Avenue

The meeting was called to order at 6:00 pm by PR Krebs. Janet Hafemann was excused from the meeting.

TR Mowry made the motion to accept the consent agenda with noted changes to the minutes, seconded by TR Serwe. Motion carried. (Aye-6, Nay-0)

Amber Kilawee, Executive Director for the Fond du Lac Area United Way, presented information on the Disaster Volunteer Reception Center (DVRC). They are looking to recruit volunteers (18 or older) and have two training sessions per year. An application was left for anyone interested.

TR Wenzlaff made the motion to approve the Operator License for Kaitlin Eastman, seconded by TR Harvey. Motion carried. (Aye-6, Nay-0)

Discussion took place on the Municipal Center Community Room rental policy. There would be no charge for room rental for groups showing proof of non-profit or entities of the Village of Campbellsport. However, these groups would still need to pay the \$50 deposit fee. The deposit is refunded if the room is left clean, damage-free, and set back up as necessary for Village Board meetings. The rental policy will again be discussed as part of the November 27, 2018, Special Village Board meeting.

Police Chief, Tom Dornbrook, mentioned there are still problems occurring in the school parking lot. Board Members will try to talk to School Board Members to try to push the annexation of the property so that our Village Police Department has jurisdiction. Tom also mentioned that the top candidates for the full-time patrol officer position have all done their ride-a-longs. After preliminary background checks, two individuals have been eliminated as candidates.

TR Muraski made the motion to accept the Ambulance Service Fees as presented starting January 1, 2018, seconded by TR Wenzlaff. Motion carried. (Aye-6, Nay-0)

TR Serwe made the motion to accept Resolution 17-17, initiating the discontinuation of public rights-of-way at property owned by the School District of Campbellsport. The motion was seconded by TR Mowry. Motion carried. (Aye-6, Nay-0)

Discussion took place on establishing hours for Village parks. Chief Dornbrook stated that setting closing times gives officers a reason to approach individuals in the parks after hours and this request is to prevent vandalism, drug sales, or any other bad activity from occurring. From November 15 through April 15, the parks will be closed from 9 pm until 6 am. After April 15, the parks will be closed from 11 pm until 5 am. Exceptions can be granted for events, tournaments, etc. There would also not be parking allowed in Village parks after the closing time. The Campbellsport Athletic Association and Fire Department agree with establishing these hours. Clerk-Treasurer Tellier will begin research on an ordinance for this purpose. Rick Heisler also commented that he has no problem with getting the security cameras at Columbus Parc set up for online viewing.

Chief Dornbrook mentioned the need to make the Police Department easy for the public to access. Bids have been received for building cabinets and a counter in the front office directly down the hall from Village Hall. This would be the administrative person's office. **TR Serwe made the motion to accept the bid from Mike Braatz not to exceed \$5,000, motion seconded by TR Harvey. Motion carried. (Aye-6, Nay-0)** There will need to be some electrical work and drywalling done that is not included in this bid. Security cameras may need to be added along with a "panic button" for Village Hall and the Police Department.



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The next item on the agenda was increasing parking ticket fees. Chief Dornbrook explained that the address was never updated on the parking tickets when we moved into this building. Since he was needing to order new tickets, he also suggested raising the fees and revising the format. **TR Serwe made the motion to pursue increasing parking ticket fees along with necessary ordinance changes. The motion was seconded by TR Mowry. Motion carried. (Aye-6, Nay-0)**

Tom Heldt agreed to, and signed, a general easement agreement for his property at 326 South Jenny Street to allow the Village of Campbellsport rights onto his property to maintain storm sewer infrastructure. **TR Serwe made the motion to accept the General Easement Agreement for the Tom Heldt property at 326 South Jenny Street, seconded by TR Wenzlaff. Motion carried. (Aye-6, Nay-0)**

A representative of the Geraldine Wondra Family Trust will be asked to sign a general easement agreement for Tax Parcel: T02-13-18-12-09-008-00. **TR Mowry made the motion to give conditional approval (pending signature) on the General Easement Agreement for the Geraldine Wondra Family Trust, Parcel: T02-13-18-12-09-008-00, to allow the Village of Campbellsport onto the property to install and maintain a “Welcome to Campbellsport” sign, seconded by TR Muraski. Motion carried. (Aye-6, Nay-0)**

Board members had concerns regarding the invoice for Mueller Excavating in the amount of \$2565. Director of Public Works, Mark Gruber, stated that the charges were for leveling the fill that was put on the lot in the Business Park to make it “shovel ready” for a potential buyer. The original estimate was for only doing a 1-acre lot, but now the work has extended to a 1.5-acre lot, hauling in additional fill (the fill was free), and extending the roadway. The board requested that in the future the approval process is followed. The board was never shown an additional estimate so they thought the project was finished when the last payment was paid to Mueller Excavating in August. **TR Serwe made the motion to approve the invoices as presented, seconded by TR Mowry. (Aye-6, Nay-0)**

Kevin Harvey presented the videos developed by the C.A.R.E.S. group to promote the Village of Campbellsport. The videos have been posted on several websites and have received positive feedback. Thanks to C.A.R.E.S. and everyone who promoted the Village in a positive manner. C.A.R.E.S. meets on the 2nd Thursday of each month at 2 pm at the Campbellsport Library.

Motion to adjourn at 8:07 pm made by TR Serwe, seconded by TR Wenzlaff, and carried by voice vote.

Respectfully submitted,

Becky Tellier
Clerk-Treasurer