

**Village Board Publication – Campbellsport Village Board – September 12, 2011**  
**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.Krebs, Tr. Guenther

Others in attendance: Mary Baker, Mark Gruber, Chuck Lichtensteiger, Fire Chief Craig Olson, Tom Miller, Officer Jay Zautner, Stephanie Remillard, Brian Oestreich, Gerald Beisbier, Barb Knickel, Ken & Carol Leitheiser, Mike Hallmann

Campbellsport News Reporter: Andrea Hansen Abler

Item#5 – **Motion** by Tr.Schellhaass, seconded by Tr. Krebs to approve the minutes of the August 1<sup>st</sup>, 8<sup>th</sup> & 10<sup>th</sup> meetings with noted changes as presented. Ayes-7, Noes-0

Item#6 – **Motion** by Tr.Schickert, seconded by Tr. Del Ponte accept the written Police Dept. report for the month of August as presented by Officer Jay Zautner Motion carried without a negative vote outcome.

6a. - **Motion** by Tr.Hafemann, seconded by Tr. Del Ponte to grant an operators licenses to Stephen A.Floyd for Klotz’s Piggly Wiggly; Mary A. Langhoff, Lisa M. Maniscalco and John H. Kleinke for See No Evil and Jasmine M. Jankoski & Courtney E. Stecker for Campbellsport BP as recommended by the Police Dept. after background checks were completed. Ayes -7, Noes-0

6b. – **Motion** by Tr.Schickert, seconded by Tr.Del Ponte to approve the request of Patrick Frailing to close a portion of Veterans Circle(West end) on Sept. 17<sup>th</sup> from 4-6PM for a personal party event Ayes-7, Noes-0

6c. – Tr.Del Ponte reported that to date there are four applications for the Police Chief positions. The panel for interviews will be Renee Schuster, Tom Dornbrook, the Budget/Personnel Committee, Officer Jay Zautner, Pres. Twohig and Atty. Jeremy Przybyla. Current deadline is Sept. 23 and will extend if necessary. Looking for a good pool of candidates. Police Chief position is being advertised on Wilenet and should also be on the village website.

Officer Zautner questioned Village Board about posting government buildings concerning the concealed carry law. Zautner will work with Clerk to prepare an ordinance and present at a future meeting.

Concerned citizens Ken & Carol Leitheiser asked that manure spreading on residential lots on Valleyview Dr. be stopped. The smell & product on the roadway are unacceptable. Police Dept. will follow up with property owner. Mark Gruber, Tr. Del Ponte & Tr.Schellhaass stated that slabs of sidewalk & curb is broken because of heavy machinery crossing over them.

Item#7 - **Motion** by Tr.Schickert, seconded by Tr. Hafemann to accept the written Campbellsport Fire Dept. report for month of August as presented by Chief Craig Olson Motion carried without a negative vote outcome

7a. – **Motion** by Tr.Schellhaass, seconded by Tr.Krebs to approve the write-off’s of \$4,784.02 for ambulance run adjustments for the month of August from the Credit Summary report. Ayes-7, Noes-0

7c. – Chief Olson & Tom Miller reported there are a couple of outstanding issues on the picnic and will have a final report at a future meeting. Donations are a substantial part of the profit for the picnic.

Chief Olson said the Memorial ceremony and Silent parade were very well attended and a high level of patriot support was apparent from the public. Fourteen departments attended the event with 42 units in the parade with several departments having members walk in front or back of their units.

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

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

9a. – President Twohig said report from Baxter & Woodman is that the contract award was sent to Miron Construction and waiting for agreement & bonds forms to be signed and returned.

9b. –Water Tower project is not closed out yet because of concern with Bertram Wireless with equipment damage.

HMO/Radium treatment project was put on line on Sept. 12, 2011. The first day 12lbs of product was used and amount should go down as time progresses. Two run cycles per day prior to the filtration are required. Testing for radium will be done late in 4<sup>th</sup> quarter(Dec.2011). Water utility needs to have 4 tests below the required level of DNR to satisfy the violation that necessitated radium treatment.

9c & d & f - Mill Pond Update: Opening has been breeched and banks are formed out with stone. East side has been hydroseeded from along the Hwy 67 side. Pond area is still unstable and unsafe to walk on. On Monday, Sept. 18<sup>th</sup> Robert Immel Construction will come in to do manhole work from the corner of River/Mill and run past the fire station and pipe to run to the river. There is no financial impact on the fire dept. and area will be restored to original configuration.

Solution 101 LLC will come back to do seeding and finish work in October.

Signage by the news office will be updated to digital thru the grant monies. Signage by the dam site is also a requirement of the grant. A gazebo type building with a metal roof and brick walls is being investigated to provide shelter from the elements and UV on the sign and also provide some seating area for public to view river and nature. Gerald Beisbier said he thought a gazebo would be a great idea.

Tr.Schickert was against any type of building because of future cost for maintenance.

Distribution of the rocks from the Mill Pond Dam site was discussed with no final decision. Fire Dept. would like a couple of rocks for Memorial in Fireman's Park if available.

It was decided to bring up questions about signage and costs at the Public Hearing on Tues. Sept. 20 at the Community Center with DNR, engineers, etc.

9e. Street Project update- Mark Gruber said Engineer, Contractor, Pres.Twohig and he met on site and a punch list was put together with some minor issues. Terrace areas need to be watered by residents to get the grass growing. All other items should be completed by contractor within one week.

Item#10 – Tr.Schellhaass stated he and Mark Gruber have spoken to Dan Immel of Lakeview and need some dates from the Village Board to meet and view street.lighting on Mill St.. Tues. Sept. 20 at 8PM is preferred with Wed. or Thurs. as alternates. Notification of neighbors on Mill St. was requested.

**Motion** by Tr.Schickert, seconded by Tr.Del Ponte to put up two(2) light on north side of Mill St.(east) by St. Matthews & the convent not to exceed \$3,600.00 Ayes-6, Noes-1(Schellhaass)

Item#13 – TIF district financial update by Mike Hallmann of Lantern Associates, LLC for financing TID #1 projects. Mr. Hallmann distributed a booklet and explained the overview and debt service schedule on an accrual basis with a Note Anticipation Note for \$1,065,000. Timeline was discussed with Lantern

Associates, LLC preparing an Official Statement for distribution for period of Sept. 13-Oct 7 and bringing back to Village Board for adoption of NAN resolution locking in interest rates at Oct. 10, 2011 meeting Closure and delivery of funds on Oct. 24, 2011.

Mr. Hallmann along with Pres. Twohig explained that the contract for the project was approved at the Aug. 8, 2011 meeting and finances need to be approved to pay for those expenses or go directly onto the tax roll.

Tr.Schickert concerned that the Village does not have a firm commitment from two or three companies to build in the industrial park.

Chuck Lichtensteiger concerned that the village will have an interest payment due owing and no revenue coming in to pay for loan. Concern with open businesses on Main St.

Tr.Hafemann said the village needs to attract businesses into our community and this is one way to do that.

Tr. Hafemann said there are people that want the TID to proceed.

Mike Yahr asked what the assessed value will be in 5 years and believes this TID will fail and end up on the tax roll.

**Motion** by Tr.Schellhaass, seconded by Tr.Hafemann to approve the report on financing the TID #1 Projects with Lantern & Associates, LLC and have them prepare the official statement for distribution for investors & legal counsel for the Industrial TID district Ayes-5 Noes-2(Guenther, Schickert)

Item#11 – Pres. Twohig presented options on using funds from the Sewer Replacement Funds that were designated by the DNR for replacement of equipment from the original wastewater treatment facilities that was financed with federal funding. In conversations with the engineer it was determined that the village could use 19.4% of the replacement funds equaling \$60,674 and using the impact funds collected of \$25,055 the cost to finance will be \$1,535,250. The additional charge per 1,000 gallons to meet the annual costs to run the facilities would be \$2.578 added to the existing volume charge of \$6.20 for a total of \$8.78 per 1,000 gallons plus the base charge per quarter of \$15.00.

This increase is required by the Clean Water Fund program to obtain the low interest rate and monies to finance the lift station upgrade & improvements to satisfy the DNR and meet permit requirements. The utility must be self efficient and run on revenue generated by the users.

**Motion** by Tr.Del Ponte, seconded by Tr.Schellhaass to authorize increasing the sewer rates by \$2.58 on the volume charge for each 1,000 gallons of usage Ayes-4, Noes-3(Schickert, Krebs, Guenther)

Item#12 – Pres. Twohig presented his draft of a sewer lateral guarantee for property owners who replace their sewer lateral from the main to their home with a contractor using a method of repair determined by the utility.

Discussion on the number of years to put in the guarantee and if the vendor offers a warranty. Mark Gruber was directed to contact Scott Lammers to find out if there is any warranty on their method lining sewer laterals and how long the bursting method should last.

- 1) Time of guarantee (10/20 or 30 years)
- 2) Vendor warranty/guarantee
- 3) Overall affect

Item#14a - Tr.Del Ponte said recommendation to Dept. Heads on wages is 0% except for the union employees which are under contract until Dec. 31, 2012. There was a recommendation to figure 1% also to see the impact between 0% and 1%.

Dept. of Public Works and Police Dept. to meet with the Budget/Personnel Committee on Mon.Sept. 26<sup>th</sup> at 6PM

Library & Fire Dept. to meet with the Budget/Personnel Committee on Thurs. Oct. 6 at 6PM

General Government and overall budget to meet with the entire Village Board on Thurs.Oct. 13 at 6PM

14b. Pres. Twohig and Clerk Diane Lemke explained with the new legislation Wisconsin Act 10 that a community must comply by establishing a civil service system or grievance procedure by Oct. 1, 2011 Attorney firm of Davis & Kuehthau provided a sample grievance procedure to consider.

**Motion** by Tr.Hafemann, seconded by Tr.Del Ponte to accept the proposed Grievance Procedure for the Village of Campbellsport with recommended language verbiage change of the person to have the grievance submitted to as the Village President and/or Clerk/Treasurer. Ayes-7, Noes-0

14c. – Discussion on the payout of benefits for employees not under union contract; specifically Randy Karoses who submitted his 2 week resignation and left in good standing. Clerk informed board he is currently being paid out his accrued vacation. Karoses has 720 hours in his sick bank which is the maximum that can be accrued. Karoses also has 59 1/2 hours of comp hours. After some discussion it was decided to pay out Randy Karoses 100% of his sick bank hours and 7/12 of 80 comp hours which is the maximum that could be paid out at year end if comp hours were not able to be used before year end and any remaining accrued vacation left in his account bank.

**Motion** by Tr.Hafemann, seconded by Tr.Schellhaass to authorize a pay out to Randy Karoses for 100% of the accumulated sick time hours in his sick bank in the amount of 720hours, remaining accrued vacation of 53 hours and 7/12<sup>th</sup> of 80 hours of comp time which equals 46 ¾ hours at the rate of pay he was receiving when he resigned. Ayes-7, Noes-0

Item#15 - **Motion** by Tr.Schickert, seconded by Tr.Hafemann to set the Trick-or-Treat date of Sat. Oct. 29 for the hours of 2-4PM for the Village of Campbellsport. Ayes-7, Noes-0

Item#16 - No decision was made on request of Rural Water of a donation for support of investment of loaner equipment, educational opportunities and emergency response equipment storage. Investigate and bring back at a later date.

Item#17 – Comments by citizens - no comments

Item#18 - **Motion** by Tr. Schellhaass, seconded by Tr.Guenther approve the invoices as presented and discussed for payment for the village, library & utilities for \$304,489.65, bills for Fire Dept. \$13,558.05, and bills as listed on the additional sheet dated Sept. 12, 2011. Ayes-7, Noes-0

Item#19 - **Motion** by Tr. Del Ponte, seconded by Tr.Krebs to acknowledge receipt of the journal entries for the month of August 2011. Ayes-7, Noes-0

Item#20 – Announcements /Correspondence– 1)Electronic recycling day in FDL Sept 24<sup>th</sup> at Fairgrounds – looking for volunteers 2) CAA Reconciliation presented. 3)Campbellsport Chamber looking for readers in the schools for grades K4-2<sup>nd</sup> grade

**Motion** by Tr.Del Ponte, seconded by Tr. Krebs to accept receipt of resignation letter from Rosanne Schill with her last day on Feb.10, 2012. Ayes-7, Noes-0

Item#21 & Item#22 - Pres. Twohig announced because of the late hour no closed session would be held tonight.

Item#23– **Motion** by Tr.Schickert, seconded by Tr.Hafemann to adjourn meeting at 11:08 P.M. Motion carried

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

DRAFT