



## **MEETING MINUTES – VILLAGE BOARD (Regular)**

**Date/Time:** Tuesday May 15<sup>th</sup> 2018 - 6:00 P.M.

**Location:** Village Office

### **ROUTINE ITEMS TO BE ACTED UPON:**

1. Call to order/Roll Call. Meeting was called to order by Rich Heidel at 6:00 pm. Roll call: David Dillenburg, Rich Heidel, Ed Kazik and Debbie Schumacher were present. Tim Carpenter was excused.
2. Certification of the open meeting law agenda requirements and approval of the agenda. Motion made by Ed Kazik, second by Debbie Schumacher, to approve the agenda. The motion passed unanimously.
3. Pledge of Allegiance. Those present recited the Pledge of Allegiance.

**4. PUBLIC HEARINGS:** No hearings this evening.

**5. CONSENT AGENDA:** Motion made by David Dillenburg, second by Ed Kazik, to approve the items on the consent agenda. The motion passed unanimously.

A. Payment of Invoices; B. VILLAGE BOARD: Minutes of May 1<sup>st</sup> (Regular) 2018; C. PLANNING AND ZONING COMMISSION: Minutes of April 11th 2018 meeting; D. ALCOHOL AND OPERATORS LICENSES (8)

**6. ITEMS REMOVED FROM CONSENT AGENDA:** None.

### **7. CITIZENS' COMMENTS, RESOLUTIONS AND PRESENTATIONS**

**A. DISCUSSION AND ACTION - RESOLUTION 2018-06 (A RESOLUTION APPROVING THE COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE YEAR 2017)** Jerry Lancelle, Public Works Coordinator presented the 2017 CMAR report for the Board. The grading for the operations report was a 4-4 again this year. Motion made by Rich Heidel, second by Ed Kazik, to approve Resolution 2018-16 Approving the Compliance Maintenance Annual Report for 2017. The motion passed unanimously.

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

- A. Daanen & Janssen Quarry Operations (1st Quarter Review, 2nd Quarter Forecast):** Aaron Kramer, Administrator reported that Daanen and Janssen have filed the report as required. He also spoke about the Electronics Event result which showed that they collected almost 26,000 pounds of recyclables.
- B. April 2018 Permit Report:** Allyn Dannhoff, Director of Neighborhood Services, spoke with the Board about the Building Permit report and the ISO Insurance Audit. The code compliance received a 4-4 rating again this year.

**9. COMMITTEE REPORTS AND ACTIONS:** CDA will meet May 23, 2018. Rich Heidel is working on appointments for the vacant committees.

### **10. OLD BUSINESS:**

**A. DISCUSSION AND ACTION – Village Hall Parking Lot Lighting:** the lighting for the parking lot was discussed. WPS is able to install lighting but there would be a monthly maintenance fee associated with the life of the lights. The lighting that WPS proposes would be for 150W lighting. The lighting proposed by K & B Electric, that was originally proposed will be for the 100 W LED lights which should be all that is needed in the small parking lot. Motion made by Debbie Schumacher, second by Ed Kazik, to award the work to K & B Electric for the project. The motion passed unanimously.

## **11. NEW BUSINESS (Including items for future agenda consideration or Committee assignment)**

**A. DISCUSSION AND ACTION - Certified Survey Map, N. Overland Rd., Parcel HB-658 (Planning and Zoning Commission)** This CSM would subdivide the parcel into two (2) parcels. Planning and Zoning Commission recommends approval of this CSM. The site plans show the projected property lines and Site Review also approved the plans. The condition discussed was the provision of the cross access agreement for the stormwater facility that will serve both parcels. Motion made by David Dillenburg, second by Debbie Schumacher, to approved as presented, with the cross access agreement. The motion passed unanimously.

**B. DISCUSSION AND ACTION – 2017 Comprehensive Annual Financial Report:** The 2017 CAFR was presented by Mr. David Maccoux from Schenck SC. Mr. Maccoux discussed the statistical sections and highlights of the audit report. Motion made by Rich Heidel, second by Ed Kazik, to receive the CAFR for 2017 and place on file. The motion passed unanimously.

### **C. DISCUSSION AND ACTION – Awarding of Bids for Public Works Projects**

These projects include: 1) the Public Use Space at the intersection of Centennial Centre Blvd and Larsen Orchard Parkway (at the round-a-bout) and 2) Lighting for the Public Use Spaces and TID 1 Roads in contract 17-02 (Larsen Orchard Pkwy, Centerline Dr., Stella Ct.) Mr. Lee Novak spoke with the Board about the project and how it will tie in with the rest of Centennial Centre.

Motion made by Rich Heidel, second by Debbie Schumacher, to approve the awarding of the following bids: 1) Contract 2320-18-03, Centennial Centre Park Development, to Martell Construction with a total bid of \$227,360, 2) Purchase of eight (8) stone benches from Peninsula Stone Inc. of Kaukauna for \$6,025, 3) Contract 2320-18-06 Ornamental Lighting to Bodart Electric Services, Inc. with a total bid of \$185,665.50, and 4) Purchase of ornamental lighting as quoted by Viking Electric Supply for a total of \$112,407.63, and to allocate the remaining proceeds of the 2017 TID #1 borrowing to the Centennial Centre Public Space project ("Public Space project"), with the remainder of the funds needed to complete the Public Space project to come from the TID #1 Undesignated Reserve. The motion passed unanimously.

**D. DISCUSSION - Items for future agenda consideration or Committee assignment.** Mr. Kramer said that for the next Board agenda there will be the Bond Presentation and the water analysis. There will also be the Liquor License applications and Resolutions for the borrowing.

**Break at this time Clerk left at 7:30 to close the polls and deliver the information to the county clerk's office.**

**E. ADJOURN to CLOSED SESSION:** Motion made by Rich Heidel, second by Ed Kazik, to move into closed session pursuant to the following:

1) Under Wisconsin State Statute 19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Fee-to-trust issues, Abandoned railroad R-O-W, and Special event permit litigation

2) Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session RE: TID Projects, Hobart-Lawrence Water Service.

Roll call vote: David Dillenburg, aye, Rich Heidel, aye, Ed Kazik, aye, and Debbie Schumacher, aye. The Board moved into closed session at 7:20pm.

**F. CONVENE into open session:** Motion made by Ed Kazik, second by Rich Heidel, to return to regular session. Roll call vote: David Dillenburg, aye, Rich Heidel, aye, Ed Kazik, aye, and Debbie Schumacher, aye. The motion passed unanimously. The Board returned to regular session at 9:33pm)

**G. ACTION from closed session:** None

**12. ADJOURN:** Motion made by Debbie Schumacher, second by Ed Kazik, to adjourn. The motion passed unanimously. The meeting adjourned at 9:34pm.