

Village Board Meeting

Wednesday, February 19, 2020
6:00 p.m.

Members Present: Tom Davies, Orv Damrau, Steve Fritz, Al Tessmann, Gary Wolf, Adam Raabe, Kendra Schiefelbein

Others Present: Dan Mahoney, Debbie Sniadajewski, Karen Swanson, Steve Kuntz, Ryan Barz

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.

2. MINUTES

- ✓ **Ms. Schiefelbein moved to approve the minutes of the meeting of February 5, 2020 as printed. Mr. Damrau seconded and the motion carried.**

3. PERSONS WISHING TO ADDRESS THE BOARD

John Ohnstad, 2523 Peppertree Pl., was present regarding the petition that was submitted to the Village concerning the noise issue with McCain Foods. He questioned if the Village has made any progress with them to resolve the issue.

Mr. Kuntz stated that he, Mr. Mahoney, Mr. Davies, one of the building inspectors met with representatives of McCain Foods. They are aware of what is causing the noise and he will monitor what will be done to remedy it.

Mr. Davies stated that McCain's is very willing to work with the Village to resolve the noise issue.

Mr. Mahoney explained that McCain's has determined the specific piece of equipment that is causing the noise. They are in the process of having an engineer come in to determine the reason for the noise.

Mr. Kuntz stated that he contacts McCain's on a regular basis.

4. CORRESPONDENCE

Mr. Mahoney referred to the Library Director's report, copy attached, highlighting the high usage that the Village of Plover branch library receives.

5. VOUCHERS

- ✓ **Mr. Damrau moved to approve the vouchers as listed. Mr. Fritz seconded and the motion carried.**

6. BARTENDER LICENSES

The board reviewed the Clerk's memo listing applicants for bartender licenses, copy attached.

- ✓ **Mr. Damrau moved to approve bartender licenses for all of the applicants, with the exception of Lena Kontos. Mr. Tessmann seconded and the motion carried.**

Ms. Kontos was present to explain the inconsistencies between her application and the police department records check. She stated that the violation that she did not list slipped her mind as she did not think it would stay on her record as an adult.

- ✓ **Mr. Raabe moved to approve a bartender license for Lena Kontos. Ms. Schiefelbein seconded and the motion carried.**

7. VILLAGE PARK HOSPITALITY LLC – CHANGE OF RETAIL ALCOHOL BEVERAGE LICENSE AGENT, AMANDA ZANDER, FOR THE HAMPTON INN – 3090 VILLAGE PARK DR., PLOVER, WI
 ✓ **Mr. Damrau moved to approve the application from Village Park Hospitality LLC for a change of retail alcohol beverage license agent, Amanda Zander, for the Hampton Inn located at 3090 Village Park Dr. Mr. Fritz seconded and the motion carried.**
8. CHANGE ORDER TO THE TASK ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – VILLAGE WOOD MEADOWS CONSTRUCTION RELATED SERVICES
 ✓ **Mr. Tessmann moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the Change Order, in the amount of \$14,383, to the Task Order to the General Engineering Services Agreement with AECOM for Village Wood Meadows Construction related services. Ms. Schiefelbein seconded and the motion carried.**

2020 WASTEWATER UTILITY BUDGET

- ✓ **Ms. Schiefelbein moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the 2020 Wastewater Utility budget. Mr. Damrau seconded and the motion carried.**
9. ROBERT CIESLEWICZ REQUEST FOR A CONDITIONAL USE TO ALLOW FOR THE CONSTRUCTION OF AN ACCESSORY BUILDING WITHIN A FRONT YARD AND WITH SIDEWALLS EXCEEDING NINE FEET IN HEIGHT AT 261 CROSSBOW DR.
 Mr. Kuntz explained that the Plan Commission referred the request back to staff to consider the possibility of abandoning the right-of-way on the north side of 261 Crossbow Dr. to allow Mr. Cieslewicz to build the garage on the north side of the lot and further back instead of on the south side as proposed. He stated that the board did not need to take any action.
10. FIRE DEPARTMENT/DNR MEMORANDUM OF UNDERSTANDING FOR MUTUAL AID AND FIRE SUPPRESSION SERVICES
 Mr. Mahoney referred to the Fire Department/DNR Memorandum of Understanding, copy attached. he explained that the Fire Department had to indicate whether to be compensated for forest fire suppression services on DNR land during the initial attack (first hour) and during an extended attack (after the 1st hour), and whether to be compensated for assisting the DNR during prescribed burns. Mr. Davies stated that previous to the agreement, there wasn't any charge for the services, but now there will be for the extended attack forest fire suppression and assistance with DNR prescribed burns. Mr. Mahoney stated that this agreement is also needed to be eligible for DNR grants.
 ✓ **Mr. Damrau moved to accept the recommendation from the Police & Fire Commission and approve the Fire Department/DNR Memorandum of Understanding for Mutual Aid and Fire Suppression Services as presented. Mr. Tessmann seconded and the motion carried.**
11. RESOLUTION 2-4-20 – AUTHORIZING RESOLUTION FOR RIVERS MANAGEMENT PROTECTION GRANT – LITTLE PLOVER RIVER WATERSHED ENHANCEMENT PROJECT
 Mr. Mahoney explained that, when applying for grants, the DNR requires that a resolution be adopted to show Village support. It also designates the authorized representative from the Village to sign and submit documents and reports. Mr. Mahoney stated that this particular grant is for \$50,000 without any out-of-pocket costs from the Village.
 ✓ **Ms. Schiefelbein moved to adopt Resolution 2-4-20 approving an Authorizing Resolution for a Rivers Management Protection Grant – Little Plover River Watershed Enhancement project. Mr. Tessmann seconded and the motion carried unanimously by Roll Call vote.**

12. RESOLUTION 2-5-20 – AMENDMENTS TO THE 2019 GENERAL FUND BUDGET

Ms. Snaidajewski referred to her memo and the amendments to the 2019 General Fund budget, copies attached. She stated that the general fund balance should be approximately \$499K at the end of 2019. She explained that the resolution reallocates funds from line items that came in under budget to line items that

came in over budget. Mr. Wolf questioned what the recommended fund balance should be. Ms. Sniadajewski stated that the bare minimum should be 15% of operating expenses with the recommended amount being 25% to 35%. She stated that a healthy fund balance helps with bonding for future borrowing, and with unexpected expenses such as last year's flood and wind damage.

- ✓ **Mr. Damrau moved to adopt Resolution 2-5-20 approving amendments to the 2019 General Fund budget. Ms. Schiefelbein seconded and the motion carried unanimously by Roll Call vote.**

13. VILLAGE PROJECT CHANGE ORDERS, SUBSTITUTIONS, OR CONSTRUCTION APPROVALS

None.

14. ENGINEER'S UPDATE

None.

15. ADMINISTRATOR'S UPDATE

Mr. Mahoney reported on the following:

1. The Village Wood Meadows deep sewer project is substantially complete and the Village is awaiting a pay application request. There will be deductions for completion date delays and sewer damage from the sand.
2. The 4-story apartment building in Village Park at Plover is under construction.

16. Mr. Damrau moved to adjourn at 6:35 p.m. Mr. Fritz seconded and the motion carried.

Karen Swanson, Village Clerk