

## Village Board Meeting

Wednesday, April 20, 2016

6:00 p.m.

Members Present: Tom Davies, Orv Damrau, Fred LaRosa, Al Tessmann, Anton Anday, Andrew Timm  
Members Excused: Steve Fritz

Others Present: Dan Mahoney, Karen Swanson, Debbie Sniadjewski, Mark Deaver, Ryan Barz, Jenny Josie

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
2. MINUTES  
✓ **Mr. La Rosa moved to approve the minutes of the meeting of April 6, 2016 as printed. Mr. Damrau seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE BOARD  
Bill and Janice Seybold, 2421 Golden Rd. addressed the board regarding their concerns about the reforestation occurring in the Little Plover River Park.
4. CORRESPONDENCE  
None.
5. VOUCHERS  
✓ **Mr. Damrau moved to approve the vouchers as listed. Mr. Tessmann 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 Zachary Alger and Kelly Bobick. Mr. Tessmann seconded and the motion carried.**  
  
Mr. Alger was present to explain the inconsistencies between his application and the police department records check. He stated that he reported his underage drinking violation but over looked the traffic citation portion of the question because he was in a hurry, and takes full responsibility for the omission.  
  
✓ **Mr. Timm moved to approve a bartender license for Zachary Alger. Mr. Tessmann seconded and the motion carried.**  
  
Ms. Bobick did not attend the meeting to explain the inconsistencies between her application and the police department records check, therefore, the board did not take any action.
7. RETAIL ALCOHOL BEVERAGE LICENSE RENEWALS  
✓ **Mr. Damrau moved to approve Retail Alcohol Beverage license renewals as listed in the Clerk's attached memo. Mr. La Rosa seconded and the motion carried.**
8. TRANSFER SUPERVISION OF BUILDING INSPECTOR FROM COMMUNITY DEVELOPMENT TO FIRE DEPARTMENT  
✓ **Mr. La Rosa moved to accept the recommendation from the Administrative-Personnel Committee and approve the transfer of supervision of the Building Inspector from Community Development to the Fire Department. Mr. Tessmann seconded and the motion carried.**

9. ERIC GRJAKOWSKI REQUEST FOR A CONDITIONAL USE TO ALLOW A ROOF MOUNTED SOLAR ELECTRIC SYSTEM IN THE R-3 (SINGLE-FAMILY RESIDENTIAL) DISTRICT AT 1860 WHITEWATER COVE, PLOVER, WI  
 ✓ **Mr. Tessmann moved to accept the recommendation from the Plan Commission and approve the request of Eric Grjakowski for a Conditional Use to allow a roof mounted solar electric system in the R-3 (Single-Family Residential) District at 1860 Whitewater Cove, Plover, WI. Mr. Timm seconded and the motion carried.**
- RESOLUTION 4-9-16 – CERTIFIED SURVEY MAP – OKRAY ENTERPRISES, INC. – 3955/3965 TALL PINE DR.  
 ✓ **Mr. Damrau moved to accept the recommendation from the Plan Commission and adopt Resolution 4-9-16 approving a certified survey map for Okray Enterprises, Inc. – 3955/3965 Tall Pine Dr. Mr. Tessmann seconded and the motion carried unanimously by Roll Call vote.**
10. RUSSEL WROBLEWSKI – DRIVEWAY WIDENING REQUEST – 740 OAKWOOD AVE.  
 Mr. Mahoney referred to Russel Wroblewski's request to widen a driveway and 740 Oakwood Ave. and to Mr. Konkol's report recommending approval of such, copies attached. Mr. Mahoney stated that this request is consistent with previous applications.  
 ✓ **Mr. Damrau moved to approve the request from Russel Wroblewski for a driveway widening at 740 Oakwood Ave. Mr. La Rosa seconded and the motion carried.**
11. TASK ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – ROAD SPECIFICATION STANDARDS  
 Mr. Mahoney explained that the Water and Wastewater utilities have specification documents for the installation of water and sewer main systems. Conversely, the Public Works Department does not have a specification document for the installation of streets or sidewalks for proposed developers. AECOM will develop these specification at a cost of \$6,437.  
 ✓ **Mr. Tessmann moved to approve the Task Order to the General Engineering Services Agreement with AECOM, in the amount of \$6,437, for the development of Road Specification Standards. Mr. Damrau seconded and the motion carried.**
12. TASK ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – PLEASANT DR. ROADWAY & UTILITY IMPROVEMENTS  
 Mr. Mahoney explained that AECOM will design the sewer, water, and roadway improvements for approximately 1500 feet for Pleasant Dr. east of CTH R and adjacent to the Bayba subdivision in the amount of \$50,909. These improvements are part of the Village's long range plan. Mr. Anday questioned if the improvements go past the barricade and Mr. Mahoney stated that they do.  
 ✓ **Mr. La Rosa moved to approve the Task Order to the General Engineering Services Agreement with AECOM, in the amount of \$50,909 for the design of sewer, water, and roadway improvements for Pleasant Dr. east of CTH R. Mr. Timm seconded and the motion carried.**
13. TASK ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – PINES CORPORATE CENTRE KARNER BLUE BUTTERFLY SURVEY UPDATE  
 Mr. Mahoney explained that a Karner Blue Butterfly study was required in the Pines Corporate Centre five years ago with the construction of Intevation Foods due to the presence of blue lupine within two miles of the building site. It is now time to update the rest of the property for future development and AECOM will provide the service at a cost of \$2,294.  
 ✓ **Mr. La Rosa moved to approve the Task Order to the General Engineering Services Agreement with AECOM, in the amount of \$2,294 to perform a Karner Blue Butterfly survey update for the Pines Corporate Centre. Mr. Tessmann seconded and the motion carried.**

14. KARNER BLUE BUTTERFLY STUDY FOR THE REMAINDER OF THE PORTAGE COUNTY OWNED PROPERTY IN TID NO. 5 (420 ACRES)

Mr. Mahoney referred to his memo, copy attached, and explained that blue lupine, the natural habitat for the Karner Blue Butterfly, exists within two miles of the Bayba subdivision east of CTH R, which in turn, requires a federal study. Staff is proposing, with Portage County's approval, that in conjunction with this study, the remainder of the Portage County owned property (420 acres) be studied as well. This would allow conversations with the DNR and the ability to work with developers if the butterfly were present. The study would be conducted as follows; the first area would be Wood Pointe Subdivision at a cost of \$3,800; the second area would be the O'so Brewery property, i.e. 20 acres at the west end of Pleasant Dr. adjacent to I-39 at a cost of \$1,900; the third area would be the remainder of the county owned property at a cost of \$20,000 for a total cost of \$25,900. The study will be conducted over a two year period between April and early June, which growing season for blue lupine and will be good for 5 years. Mr. Mahoney discussed how the Karner Blue Butterfly study for Intevation Foods, delayed the development for 1 ½ years. He stated this is why the Village wants to stay ahead of the study.

Mr. Timm questioned if the five years begins at the end of the entire study. Mr. Mahoney stated that because, the study is broken up, there will be staggered five year periods.

- ✓ **Mr. Tessmann moved to approve the Karner Blue Butterfly Study for the remainder of the Portage County owned property in TID No. 5 (420 acres). Mr. Timm seconded and the motion carried.**

15. 2016 COMMITTEE/COMMISSION APPOINTMENTS

Mr. Davies referred to his 2016 Committee/Commission appointments, copy attached. He stated that the only changes were the appointments of Brant Bergeron to the Police and Fire Commission and Jeff Whitrock to the Community Development Committee.

- ✓ **Mr. Damrau moved to approve the 2016 Committee/Commission appointments. Mr. Tessmann seconded and the motion carried.**

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

None.

17. CLOSED SESSION

- ✓ **Mr. Damrau moved to go into Closed Session at 6:24 p.m. under WI State Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Mr. La Rosa seconded and the motion carried unanimously by Roll Call vote.**
- ✓ **Mr. Tessmann moved to reconvene into open session at 7:06 p.m. Mr. Timm seconded and the motion carried.**

18. REQUEST FOR TEMPORARY HELP IN THE BUILDING INSPECTOR'S OFFICE AND AMENDING THE SALARY PLAN

- ✓ **Mr. Anday moved to hire a temporary building inspector at a rate of \$26.07 per hour from May 1, 2016 through June 30, 2016. Mr. Damrau seconded and the motion carried.**
- ✓ **Mr. Anday moved to hire a building inspector as recommended in closed session, the position be posted, and the salary recommendation be provided by May 18, 2016. Mr. Damrau seconded and the motion carried.**
- ✓ **Mr. Anday moved to amend the salary plan as discussed in closed session. Mr. Damrau seconded and the motion carried.**

19. ADMINISTRATOR'S UPDATE

Mr. Mahoney reported on the following:

1. The Portage County Executive has granted permission for the Karner Blue Butterfly study to occur on the Portage County owned property in TID No. 5.
2. Discussed a proposed dumpster enclosure at the west concession stand area of Woyak Park.
3. O'so Brewing Co. offer to purchase 20 acres from the county has been accepted. The property is located at the west end of Pleasant Dr. adjacent to I-39.
4. The Business 51 project is going well. He suggested signing up for weekly updates on the DOT's website. The communication is excellent.
5. He will be in Milwaukee tomorrow for the Community Area Realtors of Wisconsin Retail Conference. It is a one day forum to meet with potential retailers and is worthwhile for development.
6. He received a letter from the DOT announcing their choice of a divergent diamond configuration as the best alternative for the CTH B/I-39 interchange with proposed construction beginning in 2021.
7. The DOT is conducting a speed study along STH 54/CTH B between Coolidge Ave. and Hoover Ave. and STH 54 from Plover Rd. to just south of the roundabout.

20. Mr. Anday questioned the downed trees at the Lowes parking lot. Mr. Mahoney stated that he would have to check into it.

Mr. Anday questioned the status of the four way stop at Plover Springs Dr. and Hoover Ave. Mr. Mahoney recalled that the decision was to wait and see if traffic was an issue due to the Business 51 construction and then to bring it back for a recommendation.

21. Mr. Damrau moved to adjourn at 7:21 p.m. Mr. Tessmann seconded and the motion carried.

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Karen Swanson, Village Clerk