

## Village Board Meeting

Wednesday, March 17, 2021

6:00 p.m.

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

Others Present: Dan Mahoney, Julia Mann, Karen Swanson, Steve Kunst, Lyle Lutz, Bob Buerger, Mike Helmrick, Anton Anday

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
2. Mr. Davies was present via video, therefore, it was not necessary to elect a temporary chair.
3. MINUTES  
 ✓ **Mr. Damrau moved to approve the minutes of the meeting of March 3, 2021 as printed. Mr. Fritz seconded and the motion carried.**
4. PERSONS WISHING TO ADDRESS THE BOARD  
None.
5. CORRESPONDENCE  
 Mr. Mahoney referred to the Portage County Library Director's monthly report, copy attached.  
  
 Mr. Mahoney referred to correspondence from S & P Global, copy attached, explaining that a late debt payment in March was due to an account number typo, i.e. clerical error. Staff has been in communication with the Village's financial management company and the bonding company. Ms. Mann will be setting up procedures to safeguard against this happening again.
6. VOUCHERS  
 ✓ **Mr. Damrau moved to approve the vouchers as listed. Ms. Schiefelbein seconded and the motion carried.**
7. BARTENDER LICENSES  
 The Board reviewed the Clerk's memo listing applicants for bartender licenses, copy attached.  
  
 ✓ **Mr. Raabe moved to approve bartender licenses for all of the applicants listed. Mr. Wolf seconded and the motion carried.**
8. ROUNDY'S SUPERMARKETS, INC. – PERMANENT EXTENSION OF LICENSED PREMISES FOR RETAIL ALCOHOL BEVERAGE LICENSE TO INCLUDE PARKING STALLS IN THE PARKING LOT SPECIFICALLY DESIGNATED FOR ONLINE GROCERY PICKUP – METRO MARKET AT 1850 PLOVER RD.  
 The Board reviewed Roundy's Supermarkets, Inc.'s request to extend their premises for their Retail Alcohol Beverage license at Metro Market, 1850 Plover Rd., copy attached. The Clerk explained that this request is similar to Walmart's request in 2019. Dan Farrell and Kyle Crombie were present from Roundy's Supermarkets, Inc. Mr. Farrell explained the process of licensed bartenders handling any alcohol from the store to customers' vehicles and checking ID's to ensure customers are of legal age.  
  
 ✓ **Mr. Fritz moved to approve Roundy's Supermarkets, Inc.'s request for a permanent extension of the licensed premises for their Retail Alcohol Beverage license to include parking stalls in the parking lot specifically designated for online grocery pickup and the pathway utilized to access the parking stalls. Mr. Raabe seconded and the motion carried.**

9. RESOLUTION 3-09-21 – RESOLUTION TO UPDATE BANK AND FINANCIAL INSTITUTION ACCOUNTS SIGNATORY

Mr. Mahoney explained that the Resolution to Update Bank and Financial Institution Accounts Signatory, copy attached, is a formality to update the Village's records with a new Treasurer in place.

- ✓ **Mr. Damrau moved to adopt Resolution 3-09-21 approving a Resolution to Update Bank and Financial Institution Accounts Signatory. Mr. Fritz seconded and the motion carried unanimously by Roll Call vote.**

10. CUMBERLAND DRIVE EXTENSION STREET PLANS

- ✓ **Mr. Damrau moved to accept the recommendation from the Public Works Committee and approve the Cumberland Drive Extension street plans. Ms. Schiefelbein seconded and the motion carried.**

11. LINCOLN AVE. WATER TOWER PAINTING & REHAB PROJECT BIDS

- ✓ **Mr. Tessmann moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the bid from Classic Protecting Coatings, Inc., in the amount of \$516,375, for the Lincoln Ave. Water Tower Painting & Rehab project. Ms. Schiefelbein seconded and the motion carried.**

CUMBERLAND DRIVE EXTENSION SEWER/WATER MAIN PLANS

- ✓ **Ms. Schiefelbein moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the Cumberland Drive Extension Sewer/Water Main plans. Mr. Damrau seconded and the motion carried.**

TASK ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – CONSTRUCTION RELATED SERVICES FOR CUMBERLAND DRIVE EXTENSION

- ✓ **Ms. Schiefelbein moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the Task Order to the General Engineering Services Agreement with AECOM, in the amount of \$18,081, for construction related services for the Cumberland Drive Extension project. Mr. Wolf seconded and the motion carried.**

2021 WATER UTILITY BUDGET

- ✓ **Mr. Tessmann moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the 2021 Water Utility Budget. Mr. Fritz seconded the motion.**

Mr. Mahoney stated that staff is pleased that the water system is in very good shape as to not have to raise rates.

**Motion carried.**

2021 WASTEWATER UTILITY BUDGET

- ✓ **Mr. Damrau moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the 2021 Wastewater Utility Budget. Ms. Schiefelbein seconded and the motion carried.**

12. LAKE PACAWA PARK – PHASE 2 SITE REDEVELOPMENT PROJECT BIDS

Mike Helmrick, Rettler Corp., presented his bid recommendation letter, copy attached, for the Lake Pacawa Park Phase 2 Site Redevelopment project.

He reviewed the bids with the following recommendations:

- Contract 'A' General Site Construction and alternates - Fahrner Excavating Inc. with a qualified low bid of \$1,196,275.35
- Contract 'B' Building Construction and Site Electric and alternates - Ellis Construction with a qualified low bid of \$1,075,274.95

- Playground Equipment & Surfacing – Material & Install: Minnesota Wisconsin Playground: \$515,713.05
- Splash Pad Equipment & Installation - Commercial Recreations Specialists: \$307,053.00
- Wells – Irrigation & Splash Pad – Roberts Irrigation: \$84,417.24
- Shade Structures, Drinking Fountain and Shower Station – Reese Recreation: \$65,927.50
- Rettler Contingency: \$296,000.00
  
- Total estimated project cost: \$4,168,000.00

He explained that the following items are currently being worked on and will come before the Village Board after design finalization and bidding: Information Kiosks, Park Entry Sign, Donor Signage, Memorial Signage, Naming Rights Signage, Amenities, Water Quality Improvements & Treatments.

Mr. Fritz questioned the playground provider's experience and reputation. Mr. Helmrick stated that they did check references, which were favorable.

Mr. Mahoney discussed the on-going fundraising efforts that have achieved just under \$500K so far and the public infrastructure costs being covered by TID #4.

Mr. Damrau questioned the completion date. Mr. Mahoney stated that construction will begin August 2, 2021 with a planned completion date by Celebrate Plover 2022.

✓ **Mr. Tessmann moved to approve the Lake Pacawa Park Phase 2 Site Redevelopment project bids as follows:**

- **Contract 'A' General Site Construction and alternates - Fahrner Excavating Inc.: \$1,196,275.35**
- **Contract 'B' Building Construction and Site Electric and alternates - Ellis Construction: \$1,075,274.95**
- **Playground Equipment & Surfacing – Material & Install: Minnesota Wisconsin Playground: \$515,713.05**
- **Splash Pad Equipment & Installation - Commercial Recreations Specialists: \$307,053.00**
- **Wells – Irrigation & Splash Pad – Roberts Irrigation: \$84,417.24**
- **Shade Structures, Drinking Fountain and Shower Station – Reese Recreation: \$65,927.50**

**for a total cost of \$4,168,000.00, which includes \$296,000.00 for contingency and fees. Mr. Raabe seconded and the motion carried.**

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

None.

14. ENGINEER'S UPDATE

Bob Buerger, AECOM, discussed the Springville Pond Dam project upgrade. Mr. Mahoney stated that signed agreements have not been obtained yet.

15. ADMINISTRATOR'S UPDATE

Mr. Mahoney reported on the following:

1. The auditors are here this week.
2. The federal legislation has approved additional COVID-19 grant monies for municipalities. The Village has been allocated approximately \$1.3M, which can be used on but not limited to water, wastewater, and broadband infrastructure with a spending deadline of 2024.

16. Mr. Anday, Village of Plover District 14 Portage County Representative presented a County Board update, which included a COVID-19 Vaccine update, a Portage County resolution establishing a Trust

Fund Account for Transportation Grant Funds, and two Portage County resolutions relating to the Wetland Mitigation Development project.

Mr. Fritz discussed the Christmas lighting display at Little Plover River being renamed A Christmas Village, which will be a separate entity from the Municipal Building lighting endeavor. He is requesting that the Village budget \$1,000 in 2022 to help fund the purchase of \$1,350 worth of holiday decorations with \$500 going toward the LPR display and \$500 toward the Municipal Building display.

Mr. Raabe felt that the board needs to address the request for the keeping of chickens in the Village. Mr. Davies stated that, at this point with gathering restrictions, such a meeting would need to be held outdoors, therefore, he felt that it should be taken up after the board members take office in April.

17. Mr. Darmau moved to adjourn at 6:44 p.m. Mr. Fritz seconded and the motion carried.

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Karen Swanson, Village Clerk