

MINUTES OF VILLAGE BOARD MEETING

October 3, 2016

The meeting of the Village Board of the Village of Slinger was called to order by President Brandt at the Slinger Municipal Building located at 300 Slinger Road, Slinger, WI, at 6:00 p.m. on Monday, October 3, 2016, in accordance with the Notice of Meeting delivered to the members on Friday, September 30, 2016.

1. Roll Call & Notice of Meeting:	<u>Present</u>	<u>Absent</u>
Russell Brandt, President	x	
Jeff Behrend	x	
Lee Fredericks	x	
Rick Gundrum	x	
Rick Kohl	x	
Dean Otte	x	
Marlyss Thiel	x	
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Also Present: Jessi Balcom, Village Administrator
Margaret Wilber, Village Treasurer
Jim Haggerty, Village Engineer
Greg Moser, DPW Superintendent
Joe Cashin, Police Lieutenant
Tammy Tennes, Clerk

President Brandt informed the members present that the open meeting law had been complied with in connection with the meeting. Notice of the meeting was sent to all who requested same and posted in three public locations.

2. Consent Agenda

A. Approval of Minutes from 9-19-2016

B. Vouchers

C. Committee Reports: Plan Commission 9-14-2016, Park Board 9-26-2016

Correction to the 9/19/2016 Village Board minutes on page 3 #5. The wording should be changed to “the RDA was created in 1994...”.

Correction to the Plan Commission minutes on page 7 & 8 #5D. The wording should be changed to “a steering committee consisting of the Village Board, Commissioner Stuetgen and Scott Stortz from the ...”.

The Board discussed the Park Board minutes regarding the Beach Report and the future of the Beach.

Motion Otte/Thiel to approve the Village Board minutes of 9-19-16, transmittal checks #46659 – 46661 in the amount of \$1,780.65; pre-authorized checks #46662-46698 in the amount of \$223,587.88; On-line payments #160928001-160928085 in the amount of \$483,436.33 and payroll checks #160923001-160923041 in the amount of \$47,546.58 presented. Motion passed.

3. Appearances & Possible Action Thereon:

A. Presentation by Marnie Brown from the Washington County Humane Society

Ms. Marnie Brown, representing the Washington County Humane Society, appeared before the Board to discuss the Trap, Neuter, Return (TNR) program. She stated that TNR is a method of population control for feral cats being used all over the country. Ms. Brown stated that all the municipalities within Washington County are participating, except the Village of Slinger.

Village Board Meeting
10-3-16

Discussion was held on the cost savings to the Village to participate in the TNR program. It was noted that currently the Village of Slinger is charged for all cats found in the Village and turned into the Washington County Humane Society, but if the Village was part of the TNR, then the Village would no longer be charged for any feral cats. Ms. Brown provided the Board with a sample ordinance pertaining to the TNR program and the definition of feral cats. Discussion was held on the placement of the cats after being trapped and neutered. Ms. Brown stated that a cat does not have to go to the area it was originally found. She also stated that the Humane Society monitors where cats are placed so that hoarding is not an issue.

The Board directed staff to look at the Village's current ordinance and the ordinance provided by Ms. Brown and bring back an ordinance in support of the TNR program.

B. Open for Public Comments - None

4. Unfinished Business & Action Thereon:

A. Vandewalle & Assoc. Agreement for Implementation Services

Administrator Balcom stated that as directed by the Board, staff has been working with Vandewalle & Associates regarding implementation services and a contract has been drafted for the Board's review. She noted that the contract has not been given to the Village Attorney as of this time.

Trustee Otte suggested holding over the approval of this contract because the budget has not been adopted for 2017 and the discussion of the RDA vs. CDA needs to be considered.

Administrator Balcom stated that meetings have been set up based on the Board's direction to move forward with Vandewalle and staff has put the \$5,000/month for charges in the budget. She reminded the Board that the Steering Committee was created to meet as needed to discuss implementation services.

Discussion was held on the facility study being conducted and Trustee Thiel expressed her concern for prioritizing the needs of the Village buildings and employees in comparison to the Village as a whole.

Administrator Balcom stated she anticipates that Bray will be at the October 17, 2016 meeting to discuss the facility study.

Motion Otte/Gundrum to approve the contract from Vandewalle & Associates for the agreement for implementation services as presented. Motion passed.

B. PSN Contract for Credit/Debit Processing

Treasurer Wilber informed the Board that the contract with PSN for the credit/debt processing has been reviewed by the Village Attorney and his comments are satisfactory for staff. It was noted that the check processing costs will be covered by the Village and the customer will be charged a fee for using a credit/debit card for payment.

Motion Thiel/Behrend to approve the PSN contract for credit/debit processing. Motion passed.

C. RDA Budget – Fund 54

Treasurer Wilber stated that the RDA budget was set with zero levy.

Trustee Otte suggested budgeting funds in the RDA for the costs for a CDA.

It was noted that more research needs to be done to determine if the RDA should be changed to a CDA before budgeting funds for a CDA.

Village Board Meeting
10-3-16

5. New Business & Action Thereon:

A. Resolutions:

1. Resolution #10-01-2016 - A Resolution to Authorize a Reduction of the Cash Deposit for Hillside Terrace Phase II (Dittmar Realty, Agent) for the Subdivision Known as Hillside Terrace

Treasurer Wilber noted that this is a standard resolution for a reduction of cash deposit. She noted that Mr. Dittmar provided the Village with a cash deposit instead of a letter of credit and had asked for the entire amount to be returned at this time. Treasurer Wilber stated that staff had communicated with Mr. Dittmar about 10% of the deposit being retained by the Village throughout the 2-year warranty period which has not commenced and she noted that Engineer Haggerty requested that \$15,600 be held for the final lift of asphalt on the development's portion of Cedar Bluffs Way. Treasurer Wilber stated that staff is authorizing a reduction of cash deposit of \$21,152.50.

Motion Kohl/Thiel to approve Resolution #10-01-2016 to authorize a reduction of the cash deposit for Hillside Terrace Phase II (Dittmar Realty, Agent) for the subdivision known as Hillside Terrace, as presented. Motion passed.

B. Licenses & Permits:

1. Bartender License for Nicole Zignego

Lieutenant Cashin informed the Board that no problems were discovered during the background check for this license.

Motion Gundrum/Otte to approve bartender licenses for Nicole Zignego, subject to all necessary fees being paid. Motion passed.

C. Review & Action:

1. Appointments to Planning Commission & Board of Appeals

President Brandt stated that he has received a few volunteers for the open positions on the Commissions/Boards. He stated that he is appointing Diana Behrend to the Plan Commission; Doug Thiel to the Board of Appeals and Greg Bayer as alternate on the Board of Appeals.

Motion Otte/Kohl to approve the appointments of Diana Behrend to the Planning Commission, Doug Thiel to the Board of Appeals and Greg Bayer as alternate on the Board of Appeals as presented. Motion passed.

2. Board of Appeals – Finding of Fact

President Brandt stated that he had been contacted by Craig Wolf, the Chair of the Board of Appeals to review the zoning ordinance regarding the finding of fact.

Administrator Balcom stated that staff has not reviewed the ordinance that Germantown uses, but did note that there are requirements of the law on what the Board of Appeals must consider in their determinations.

The Board directed staff to review the suggested ordinance and make sure that if a change is made to the Village's ordinance that all laws are complied with.

3. Water Reimbursement PSC Rules

Superintendent Moser stated that utility operators attended a continuing education course and brought back information from a Public Service Commission (PSC) speaker that addresses a water billing question regarding whether a contested water bill could be waived or reduced by the utility board if the meter tested accurately. He informed the Board that PSC 185.15 states no utility shall provide water service free or at a rate different than provided for in its rates. Superintendent Moser stated that the only way to give the customer a reduced rate for water is if the municipality has a leak credit policy. He stated that if a policy is created, a reduced rate may be charged on the amount of water determined to have been wasted.

Village Board Meeting
10-3-16

The Board directed staff to contact the PSC and other communities regarding a leak credit policy and bring their findings back to the board.

4. Electric Utility Budget Fund 70

Engineer Haggerty provided the Board with the 2016 accomplishments and the 2017 objectives for Fund 70. He stated that staff is recommending a zero increase in the rates at this time, yet with the objective of the WE Energies/Slinger Electric Territory Agreement, a rate increase is pending.

Administrator Balcom reminded the Board that staff is working with WPPI Energy regarding a rate increase. She also noted that the PSC is auditing the Village, along with several other municipalities, and one of the reasons given by the PSC for the audit is because we have not had a rate increase in several years.

5. Water Utility Budget Fund 71

Superintendent Moser provided the Board with the 2016 accomplishments and the 2017 objectives for Fund 71. He discussed the water study, the iron filter for Well#3, GIS mapping and the need to clean and repaint the Polk Street water tower.

Discussion was held about the spacing of fire hydrants. It was noted that approval from the DNR is necessary on the placement of hydrants.

6. Sewer Utility Budget Fund 72

Superintendent Moser provided the Board with the 2016 accomplishments and the 2017 objectives for Fund 72. He discussed the WPDES permit that contains both a phosphorus compliance schedule and a chloride compliance schedule that needs to be met to avoid violating the permit and regulatory enforcement. Superintendent Moser stated that at this time the Village is having success with the chemical BIO P, but will be budgeting for worst case scenario for the 5 year plan since there are too many unknown variables.

Treasurer Wilber noted that staff is budgeting for a 10% rate increase for the sewer utility. She noted that due to the financial requirements of the clean water fund loan an increase is necessary.

7. Stormwater Utility Budget Fund 77

Engineer Haggerty provided the Board with the 2016 accomplishments and the 2017 objectives for Fund 77. He stated that staff is not recommending a rate change at this time, yet the current charges don't cover annual expenses for the needs of the utility.

Discussion was held on the detention/retention ponds. It was recommended that staff conduct an inventory analysis to identify and categorize the ponds and document owners and responsible parties of the ponds. It was also noted that a plan/policy for maintaining the ponds needs to be developed.

6. Ordinances:

A. First Reading & Possible Action Thereon: None

B. Second Reading & Possible Action Thereon: None

C. Third Reading & Possible Action Thereon: None

7. Communications & Possible Action Thereon: None

8. Staff Reports:

A. Engineer's Report – None

Village Board Meeting
10-3-16

B. Treasurer's Report – Update on Hillside Terrace Phase 2 Recapture Agreement, Mid-Moraine Municipal Dinner

Treasurer Wilber stated that staff had received all the documentation from Mr. Dittmar for the Cedar Bluff's Way completion and \$162,000 of the recapture agreement was issued.

Treasurer Wilber noted that the Mid-Moraine municipal association dinner will be hosted by the City of Hartford on October 26, 2016 at The Chandelier Ballroom and if any Board member is interested in attending they should let her know.

9. Closed Session –

Go Into Closed Session Pursuant to Authorization Conferred by WI 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 (ICS/K12 Tech/Digital Planet Information Technologies Contract).

Motion Thiel/Otte to go into closed session at 7:54 p.m. to include Administrator Balcom, Engineer Haggerty, Treasurer Wilber, Lieutenant Cashin, Superintendent Moser and Clerk Tennes. A roll call vote was taken on this motion with the following results: Yea's: Behrend, Brandt, Otte, Kohl, Gundrum, Thiel, Fredericks; Nay's: None. The motion passed unanimously.

10. Return Into Open Session & If Needed Take Action on Closed Session Item(s)

Motion Otte/Behrend to return into open session at 8:04 p.m. A roll call vote was taken on this motion with the following results: Yea's: Brandt, Behrend, Thiel, Kohl, Gundrum, Otte, Fredericks; Nay's: None. The motion passed unanimously.

Motion Gundrum/Fredericks to direct staff to implement a resolution regarding the ICS/K12 Tech/Digital Planet Information Technologies contract for IT support. A roll call vote was taken on this motion with the following results: Yea's: Brandt, Behrend, Thiel, Kohl, Gundrum, Otte, Fredericks; Nay's: None. The motion passed unanimously.

11. Adjourn Meeting

Motion Gundrum/Otte to adjourn at 8:05p.m. Motion passed.

Approved By: _____
Russell Brandt, President

Drafted By: Tammy Tennes, Clerk