

MINUTES OF VILLAGE BOARD MEETING

February 3, 2020

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 PM on Monday, February 3, 2020 in accordance with the notice of meeting delivered to the members on January 31, 2020.

1. Roll Call:

	<u>Present</u>	<u>Absent</u>
Russell Brandt, President		x - excused
Jeff Behrend	x	
Lee Fredericks		x - excused
Rick Gundrum	x	
Rick Kohl	x	
Dean Otte	x	
Marlyss Thiel	x	
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Also Present:

Village Administrator Margaret Wilber, Village Engineer Jim Haggerty, Public Works and Forestry Superintendent Jon Flasch, Village Clerk Tammy Tennes, Utilities Superintendent Greg Moser, Police Chief Dean Schmidt and Treasurer Valerie Knetzger

President PRO TEM Kohl 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. Minutes

1. 1-20-2020 Minutes DRAFT

B. Vouchers

1. Feb 3, 2020 Voucher Report

Motion Board Member Behrend/Board Member Thiel to approve the 1-20-2020 Minutes and Pre-authorized checks #50711-50768 in the amount of \$982,628.37; Online payments #200123001-200123058 in the amount of \$416,154.78 and Payroll checks #200124001-200124065 in the amount of \$56,009.45; Passed

C. Committee Reports - None

3. Appearances and Possible Action Thereon

A. Public Comments – None

4. Unfinished Business and Action Thereon

A. Redevelopment Authority Creation Scope

Mr. Scott Harrington and Ms. Jackie Miche representing VandeWalle and Associates were present for the meeting to discuss the proposed scope of work and tentative timeline for a redevelopment district creation. Mr. Harrington discussed the level of authority the Redevelopment Authority (RDA) may or may not have. He stressed that overall the Village Board has full authority over the redevelopment plan. Mr. Harrington stated that Vandewalle & Associates will conduct a blight determination study for the proposed redevelopment district and create a redevelopment district plan for an estimated cost of \$15,000.

Trustee Otte discussed the need for the redevelopment district to be created prior to the RDA purchasing land/property and a Tax Increment District (TID) being created.

Ms. Jackie Miche provided a sample schedule for a redevelopment plan. She stated it could take 3-5 months.

Motion Board Member Otte/Board Member Behrend to approve an agreement with Vandewalle & Associates for Redevelopment District Creation Services for an approximate cost of \$15,000 as proposed; Passed

B. Well 3 Update

Utilities Superintendent Moser informed the Board that staff has received approval from the Wisconsin Department of Natural Resources to move forward with the repair of the well casing at Well 3. The repair is scheduled for February 17, 2020 and staff anticipates that Well 3 will be up and running by mid-February.

5. New Business and Action Thereon

A. Chargeback of 2018 Personal Property Taxes Not Collected in 2019

Administrator Wilber informed the Board that each year staff completes the paperwork necessary for personal property chargebacks. She reminded them that the Village can only chargeback for businesses who are no longer in business. The total for 2018 personal property not collected in 2019 is \$935.09.

Trustees expressed their displeasure for the Village businesses that continually do not pay their personal property taxes.

Motion Board Member Otte/Board Member Thiel to approve the 2018 personal property chargeback in the amount of \$935.09; Passed

B. Resolutions

1. Resolution #02-01-2020 - A Resolution updating the list of Permits, Licenses, Administrative, Public Works & Impact Fees for the Village of Slinger

Administrator Wilber stated that staff has updated the list of permits, licenses, administrative, public works & impact fees for the Village of Slinger, with a \$48 charge for unmetered water – per residential unit. She noted that previously staff had tried the court system to handle those in violation of utility policies on using unmetered water, but found that the courts dismiss the citations. Administrator Wilber

stated that in speaking with the Building Inspectors, the other municipalities they work for, specifically, Village of Sussex, charge a fee at the time of issuing a building permit. She explained this fee is authorized by the Public Service Commission.

Motion Board Member Otte/Board Member Behrend to approve Resolution 02-01-2020 to update the list of permits, licenses, administrative, public works & impact fees for the Village of Slinger; Passed

C. Licenses and Permits

1. Bartender License for - Aaron Giza

Chief Schmidt stated that there were no problems when processing this application.

Motion Board Member Gundrum/Board Member Otte to approve the bartender license for Aaron Giza, subject to all fees and paperwork submitted; Passed

D. Review and Action

1. Vacation Payout Policy

Administrator Wilber stated that staff recently reviewed the Village's current personnel manual and found that clarification is needed in Section 11.2 "Separation Benefits for Other Than Retirement or Death". The currently language indicates that the Village requests, but does not require, notice of at least two weeks when an employee resigns. It also currently states that employees separating from the Village will be paid for all vacation earned but not used at the time of separation. She stated that she had consulted with the Village's labor attorney and found that under state law an employer can require that an employee provide the two weeks' notice in order to be eligible for a vacation payout. Administrator Wilber noted that the attorney also provided a draft revising the section in question, which is more direct, decreasing the potential for confusion. She noted that although this situation is not anticipated to occur often, should an employee decide to leave their position with the Village, this revised language would eliminate a potential fiscal loss.

Motion Board Member Otte/Board Member Thiel to approve the revision to Section 11-2 Separation Benefits for Other Than Retirement or Death, of the Village of Slinger Personnel Manual; Passed

6. Ordinances - None

7. Communications and Possible Action Thereon - None

8. Staff Reports and Action Thereon

A. Administrator's Report - Furlough Program Modification

Administrator Wilber informed the Board that staff had to modify the furlough program for a specific circumstance that occurred with an employee. She noted that the program has not changed, but staff was modifying the program as they are allowed to do, per the "Guidelines" section within the program.

Discussion was held on the circumstance presented. Trustee Thiel expressed her concerns that the furlough program should not have been modified.

Trustees agreed that this should be a one-time modification.

Motion Board Member Otte/Board Member Gundrum to approve a one-time modification to the furlough program; Passed

B. Engineer's Report

Engineer Haggerty informed the Board that a public information meeting for Hartford Road improvements is scheduled for February 17, 2020 from 4-6pm at Village Hall. He briefly described the proposed improvements for Hartford Rd.

C. Public Works Construction Update

Engineer Haggerty provided the Board with an update on the DPW garage project. He stated that it is nearing completion, yet a few issues have come up. Engineer Haggerty stated that the HVAC, specifically the exhaust, makeup air and tube heaters from the existing space and the related controls for these units are older than staff thought. He stated that staff is looking for replacement parts, but may have to consider a new unit. Other items that need to be addressed include the bulk fluid storage and distribution system, a mobile gantry crane and replacing two small tool boxes with a larger unit. These items are being considered for purchase outside of the contract to avoid additional costs and staff will bring quotes to the Board for their consideration as they are obtained.

9. Closed Session

Motion Board Member Behrend/Board Member Thiel to go into closed session at 6:51pm and include Administrator Wilber and Engineer Haggerty. A roll call vote was taken. Yay's: Behrend, Gundrum, Kohl, Otte and Thiel. Nay's: None; Passed

Go into closed session pursuant to 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. (Purchase of land - downtown area) (Recapture Agreement for TID #4 Project)

10. Return into Open Session and, if necessary, take action on Closed Session items

No action was taken.

Motion Board Member Otte/Board Member Thiel to return to open session at 6:56pm. A roll call vote was taken. Yay's: Behrend, Gundrum, Kohl, Otte and Thiel. Nay's: None; Passed

11. Adjourn

Motion Board Member Behrend/Board Member Thiel to adjourn at 6:57pm; Passed

Approved By: _____
President PRO TEM Richard Kohl

Drafted By: Tammy Tennies, Village Clerk/HR