

VILLAGE BOARD MEETING MINUTES  
AUGUST 15, 2016 – 6:30PM  
VILLAGE HALL

\*wav. file available indefinitely\*

\*transcribed by L Roesslein \*

\*Unapproved minutes subject to Board Approval\*

**CALL TO ORDER @ 6:30PM/PLEDGE OF ALLEGIANCE/ROLL CALL:** Andres, Bower, Connolly, Fitzgerald, Knoll, and Skinner present. Karow absent. Village Administrator Jennifer Frederick, Police Chief Grosz, and Clerk Laura Roesslein also present.

**APPROVAL OF MINUTES:** Motion by Skinner, Bower, Carried, to approve: July 18, 2016 Regular Board meeting.

**APPROVAL OF VOUCHERS FOR PAYMENT:** Motion by Connolly, Knoll, Carried, to approve: Corporate Checking (including General Fund, Sanitation, Capital Projects-E/M, Sewer Utility, Lake Rehab, Sewer Hook-Up, Sewer Replacement, and Tax Account): #30478-30505 (VOID #30478, 30488, 30499, 30502,); Manual Check #123-124; Payroll Related Checking and State/Federal Tax Wires: #16950-16969. Expenses - \$459,647.60.

**TREASURER'S REPORT:** Motion by Connolly, Knoll, Carried, to approve balance as of June 30, 2016 of \$5,948,971.42 and balance as of July 31, 2016 of \$5,711,245.18.

**PUBLIC COMMENTS AND QUESTIONS: None**

**OMNIBUS AGENDA -** Motion by Skinner, Connolly, Carried, to approve as read by Skinner:

- A. Motion to approve Ordinance 2016-8-1 amending Chapter 9.84 of the Village Code pertaining to Carrying and Using Weapons.
- B. Motion to adopt Resolution R2016-8-1 writing off escrow balances.
- C. Motion to approve issuance of Raft, Pier and Buoy permits for the 2016 season in accordance with the Village Code and subject to Police Department review.

**PRESIDENT AND TRUSTEE REPORTS**

**TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING-**

Village Administrator Jennifer Frederick swore in new Village Clerk Laura Roesslein.

Motion by Bower, Connolly, Carried to approve Operator's Licenses for the following individuals subject to schooling and Police Department review in accordance with Village Code: Penny Carlson (New), Joyce Sherman (New), Stephanie Bartlett (New), Vicki Luff (New), Jady Berg (Renewal), Cyndi Dietze (New), Erin Gerhardt (New), Lana Grebby (New), Elizabeth Zyer (New).

Motion by Bower, Skinner, Carried to approve an amended Wage Schedule effective August 16, 2016.

Consideration of a motion to approve a three year contract to XX Appraisal.

Presentation by Accurate Appraisal. Barb Wroblewski, 1428 Midway Road, Menasha, WI: Stated that Associated Appraisal has been the Village's Assessor for the past three years. In 2015, Accurate Appraisal completed a revaluation of the Village.

Presentation by Associated Appraisal. Jared Gage, 1314 W. College Avenue Appleton, WI: Stated that other area municipalities such as Bloomfield, Genoa City, and Paddock Lake contract with Associated for Appraisal services. Gage stated that he lives close, and would be able to provide office hours. He also stated that he returns calls within two business days.

Village President Skinner asked if the Village switched appraisal companies if the software would also need to change. Village Administrator Jennifer Frederick confirmed.

Motion by Skinner, Fitzgerald, Carried to approve a three year contract to Accurate Appraisal expiring December 31, 2019 in an amount not to exceed \$49,500 annually.

Consideration of a motion to approve an agreement related to the Village's General Liability Insurance and other coverage. Village Administrator Jennifer Frederick stated that the main issues to consider are tail on retroactive coverage if changing policies and LWMMI's ability to assess policy holders if in need of additional funds.

Discussion was had on the need for tail coverage. Linda Proeber, 1445 Martha Avenue, Mt Pleasant, WI: Stated that if the Village changed from a claims made policy to an occurrence policy there would be a gap in coverage where the Village would not be covered for claims made before September 1, 2016.

Dennis Tweedale, LWMMI: Stated that the League will accept all prior claims under the Public Officials/Employment Practice liability policy. Tweedale stated that the League's policy is written to have an unlimited tail endorsement. Tweedale also stated that if the Village were to leave the League's policy the Village would still be covered for the time that the Village was under contract with LWMMI. The Village would receive the same coverage as 400 other municipalities across the state of Wisconsin.

The consensus of the Village Board was that there would be an \$11,000 savings by choosing the League's insurance over EMC.

Motion by Fitzgerald, Connolly, Carried to approve agreement related to the Village's General Liability Insurance and other coverage with LWMMI contingent upon a letter to the Village clarifying the gap coverage.

Consideration of actions related to Twin Lakes Roadhouse, 1519 Musial Road:

Christine Rygielski, 1520 Musial Road: Stated that at the last Board Meeting it was discussed that the fence at Twin Lakes Roadhouse would have a gate for emergency vehicles only. As it stands, there is also an opening for individuals, and this was not discussed with the Board.

Brian Hendrix, 1519 Musial Road: Stated that the gate is locked now and the gate is for emergency vehicles only.

Motion by Skinner, Fitzgerald, Carried to approve to extend the premises description for the Class B Liquor License at to include the deck and west side yard.

Motion by Fitzgerald, Knoll, Carried to deny the sketch and description for the Cabaret License.

Todd Solcheck, 1520 Musial Road: Asked if there is a time limit as to when the lights can be on at Twin Lakes Roadhouse.

The Village Board asked the owner of Twin Lakes Roadhouse that the lights be pointed to the South, away from neighbors as no time limitations are set in ordinance.

Motion by Bower, Connolly, Carried to approve a Temporary Extension of Premises Permit from 4pm to 10pm to Twin Lakes Roadhouse on August 20, 2016.

Consideration of a motion to extend the premises description for the Class B Liquor License at Beach Bar, 402 S Lake Avenue, to include the sidewalk area in front of the establishment:

The Village Board discussed being able to write in the type of fence into the premises description. It was determined that the type of fence is a police and fire enforcement issue.

Motion by Bower, Connolly, Carried to approve extending the premises description for the Class B Liquor License at Beach Bar, 402 S Lake Avenue, to include the sidewalk area in front of the establishment. Andres-Nay

The Court Report is available at the Village Clerk's Office for review.

TRUSTEE TOM CONNOLLY- STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION

Motion by Skinner, Bower, Carried to award the Park Lane Drainage Improvement Project to Genesis Excavators Incorporated for \$63,150.61 with a 5% contingency.

Greg Droessler, Village Engineer, stated that project B would help conceal the standing water in the area, but would not fully solve the issue.

Jim Lindemann, 1602 Swallow Rd: Thanked the Village Board for deciding to complete this drainage project and added that this project will add resale value to his property.

TRUSTEE KEVIN FITZGERALD - CEMETERY, SANITATION, RECYCLING, SENIORS

The Village is currently seeking proposals for Refuse and Recycling Services. Copies of the RFP are available at Village Hall. Proposals are due August 24, 2016.

TRUSTEE AARON KAROW - BUILDING AND ZONING, PLAN COMMISSION, AND PUBLIC BUILDINGS

July 2016 Building Permits: 23; Valuation: \$1,198,824; Fees Collected: \$18,037.

TRUSTEE JEREMY KNOLL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES

Chief Adam Grosz recognized Captain Dennis Linn's 20 years of service in law enforcement.

The five-week Music in the Park series continues on Thursday, August 18 in Central Park with Local Favorite Trio and ends Thursday, August 25 with Live Band Karaoke. This free series runs from 6pm to 8pm. Thank you to all who sponsored, volunteered, and attended the 2016 Music in the Park series.

Movies in the Park ends the 2016 season this Friday, August 19 with a showing of Zootopia. The movie is at Lance Park and begins at dusk. Thank you to all who sponsored, volunteered and attended the 2016 movie series.

The monthly Police report is available at the Village Clerk's Office for review.

Knoll reported that the new rescue squad arrived at the Fire Department and anyone is welcome to stop by.

TRUSTEE BARB ANDRES - SEWER, HEALTH AND ENVIRONMENT, YOUTH, LIBRARY

The monthly sewer report is available at the Village Clerk's Office for review.

VILLAGE PRESIDENT HOWARD SKINNER

*Motion by Skinner, Knoll, Carried to accept Judy Collins' resignation from the Library Board.*

The September Committee of the Whole meeting will be held on Tuesday, September 6 due to the Labor Day holiday.

Motion to recess to closed session to discuss personnel and other matters pursuant to SS19.85(1)(c) and (e) related to employment, compensation, promotion, or performance evaluation for the purposes of conducting an annual performance evaluation of the Village Administrator and discussion of negotiation strategies relative to the Public Works and Sewer collective bargaining agreement which expires on December 31, 2016 and to adjourn thereafter without reconvening into open session subject to Section 19.85(2) of the State Statutes. [Roll Call Vote] Andres; Aye, Bower ; Aye, Connolly; Aye, Fitzgerald; Aye, Karow; Aye, Knoll; Aye, Skinner; Aye.

*Motion by Skinner, Connolly, carried to adjourn at 8:20 p.m.*

Laura Roesslein  
Village Clerk

DISTRIBUTION

Original  
President/Trustees  
Administrator  
Bulletin Boards