

October 1, 2012

REGULAR VILLAGE BOARD MEETING

Call to Order/Roll Call – Village President Tom Pinch called this Regular Village Board meeting to order at 6:00 p.m. Roll call was taken with the following members present: Tom Pinch, Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels and John Kreul. Others present were Pat Hying, Tom Hebgen, Michael Fenley, Daniel Swinehart, Joe Richgels and Becky Fredericks. Marilyn Welsh and Larry Welsh arrived at 6:37 p.m. and Steve McGuire arrived at 7:00 p.m.

Certification/Compliance – Clerk certified that notice of meeting was posted on September 28, 2012. Susan Washa motioned as to compliance with open meeting law. Zach Washa seconded. Motion carried.

Public Input/Not for Action – No public input

Discussion on Red Zone Outstanding Invoice – take action, if necessary – Greg Gorius was sent another agenda – he did not show up so the board decided that we will follow normal procedure with outstanding invoices. If it is not paid by November 1, 2012 it will be placed on the tax roll with the administration fee added.

Update on Delinquent Personal Property Taxes – take action, if necessary – John Kreul did talk to Jim Riley and Jim informed him that he isn't working right now and doesn't have the money to pay it. John also informed the board that Jim Riley wanted to attend the meeting but has been sick and is unable to make it. We will put it back on the November agenda to give Jim the opportunity to address the board.

Update on CDBG-PF Water Survey – Bart Nies of Delta 3 Engineering was here to address the board on the outcome of the water survey. He informed the board that we have met the requirements and are eligible to apply for the CDBG-PF grant. The grant is a possible 40% coverage of the upgrade construction project.

Discussion/Decision on CDBG-PF Grant Application – Well #2 upgrade is needed to bring the well house up to be in compliance with DNR regulations. With the CDBG-PF Grant 40% of the project could be covered. We also have the opportunity to apply for the DNR Safe Drinking Water Grant which would be for 50% of the remaining cost after the CDBG-PF grant. For the CDBG-PF grant we need to hold a Citizen Participation Public Hearing which we will have at the regular December board meeting. At the November board meeting the board will discuss the items/building design for the well house upgrade. Susan Washa motioned to approved Bart Nies of Delta 3 Engineering to move forward with the CDBG-PF Grant Application. Zach Washa seconded. Roll call vote "Yea": Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

Discussion/Decision on Prospect St Improvements – Bart Nies presented the Village Board with two cost estimates on improvements for the dead end section of Prospect St. Option #1 was for \$48,150.00 with no replacement of the 24” storm sewer and Option #2 was for \$66,695.00 which includes the replacement of the 24” storm sewer. This option will make sure that the project is ready for finishing the rest of Prospect Street in the future. Susan Washa motioned to approve Delta 3 Engineering to proceed forward with option #2. Tom Cody seconded.

Discussion on Donation of Land from Marilyn Welsh – take action, if necessary – Marilyn Welsh was here to ask the board if they would be interested in a donation of land (parcels 136-0335 and 136-0335.08) from her – the only cost that she asks for is having our lawyer do the paperwork and for the Village to pay the necessary costs to get the land transferred to the Village of Highland. Dennis Richgels motioned to accept the donation of land per description and to incur all expenses. Caleb Buroker seconded. Roll call vote "Yea": Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried. The board thanked Marilyn Welsh for her donation.

Approve Ordinance 2012-2 An Ordinance Amending Section 9.01 Related to the Uniform Dwelling Code – Pat Hying, Larry Welsh and Joe Richgels were here to voice their opinions – the main concern is will the Village benefit from approving this ordinance. After a lengthy discussion the board came to a decision. Tom Pinch motioned to approve Ordinance 2012-2 An Ordinance Amending Section 9.01 Related to the Uniform Dwelling Code. Tom Cody seconded. Roll call vote "Yea": Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, and Tom Pinch. "Nay": Dennis Richgels and John Kreul. Motion carried.

Approve Resolution 2012-5 A Resolution Establishing Building Inspection Fees – The board was informed that when Eileen Brownlee was revising the Uniform Dwelling Code ordinance she noticed that the Village didn't have a resolution for the building inspection fees that are part of the Building Inspectors contract. Therefore she pointed out that we needed to get one approved. Susan Washa motioned to approve Resolution 2012-5 A Resolution Establishing Building Inspection Fees. Zach Washa seconded. Roll call vote "Yea": Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

Approve participation in WRWA Consolidated Group Safety Management Program – Tom Hebgen informed the board that Richland Center is starting a safety management program and the Village of Highland has been asked if we would like to join with Richland Center in the consolidated program. Concerns the Village board had was if we could join now but not have to pay for it until the 2013 budget year. Tom will contract WRWA and the Safety Coordinator to see if this is an option and will bring back to the Village board at the October Special Board meeting.

Discuss/Approve Snow Plow Sander Repairs – Tom Hebgen informed the board that a new sander would cost about \$2,800 and to repair our existing sander it would cost about \$2,400. Caleb Buroker motioned to approve the purchase of a new sander for the snow plow truck. John Kreul seconded. Motion carried.

Approve 2013 Johnson Block & Company Audit Engagement Letter – Tom Cody motioned to approve the 2013 Johnson Block & Company Audit Engagement Letter. Susan Washa seconded. Motion carried.

Approve Listing Contracts with Century 21 Affiliated and Driftless Area Real Estate – Susan Washa motioned to approve the Listing contracts with Century 21 Affiliated and Driftless Area Real Estate. Caleb Buroker seconded. Motion carried.

Approve Gardiner Appraisal Service Assessment Contract – Tom Cody motioned to approve the Assessment Service Contract with Gardiner Appraisal Service. Zach Washa seconded. Motion carried.

Work on 2011 Budget changes and 2012 Budget

Closed Session – Tom Pinch announced that the Board would consider convening to closed session per Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employees over which the governmental body has jurisdiction. At 8:44.p.m. Susan Washa made the motion to convene to closed session as stated above. Tom Cody seconded. Roll call vote “Yea”: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

At 10:06 p.m. motion made by Dennis Richgels to reconvene to open session. Susan Washa seconded. Roll call vote “Yea”: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

No action taken at this time.

Set Special Budget Meeting, if needed – Zach Washa motioned to set a Special Meeting to work on the budget for October 8, 2012 at 5:30 p.m. John Kreul seconded. Motion carried.

Approve Minutes of Previous Meetings – Caleb Buroker motioned to approve the September 4, 2012 Board Meeting minutes. Susan Washa seconded. Motion carried.

Authorize Payment of Bills – Susan Washa motioned to approve payment of bills as presented: General Account \$35,030.07, Sewer Account \$12,507.17, Water Account \$14,059.32 and TID #2 Account \$3,897.34. Dennis Richgels seconded. Motion carried.

Committee Reports:

Water – Need to schedule a committee meeting.

Sewer – Bytec will be starting soon at the WWTP.

Park – Kitchen door is hard to open, Tom will look at it to get it fixed. Dennis asked if anyone has been in contact with Elsie Niebuhr because she has offered to donate some money towards putting a new floor covering done in the kitchen. Since no one has heard anything Dennis will look into this and get in contact with Elsie.

Public Property – Tom Pinch informed the board that natural gas is being dug in this Wednesday. Tom also said that he will contact Jim K from Jim's Building to discuss the cracks in the ceiling and drywall taping.

Law Enforcement – Report submitted.

Economic Development – Tom Pinch said he has been in contact with Mike Eppley and he informed Tom that Midwest Poultry and Ratite is still moving forward and they are currently waiting for a bid from the electrician.

Set November Board Meeting – November board meeting will be November 5, 2012.

Adjournment – Susan Washa motioned to adjourn at 10:40 p.m. Zach Washa seconded. Motion carried.

Respectfully Submitted,
Becky Fredericks, Clerk-Treasurer