

**December 3, 2012**

**Citizen Participation Plan Public Hearing**

**Call to Order/Roll Call** – Dennis Richgels called the Public Hearing to order at 6:07 p.m. Roll call was taken with the following members present: Zach Washa, Caleb Buroker, Susan Washa, Dennis Richgels and John Kreul. Tom Cody arrived at 6:19 p.m. Tom Pinch was excused. Others present were Bart Nies, Dave Novak, Tom Hebgen, Daniel Swinehart and Becky Fredericks.

**Topics of Discussion** – Bart Nies of Delta 3 Engineering Inc. informed the attendees of the proposed modifications to the Village of Highland Municipal Well #2.

Mr. Nies advised the attendees that the CDBG-PF Application Proposal can be changed in response to local demand or they can apply for funding for other activities at a later date.

Tom Cody arrived at 6:19 p.m.

Mr. Nies also advised the attendees of other housing, public facility and economic development activities that can be assisted with a CDBG grant.

Motion by John Kreul to close the Public Hearing at 6:24 p.m. Caleb Buroker seconded. Motion carried.

**December 3, 2012**

**REGULAR VILLAGE BOARD MEETING**

**Call to Order/Roll Call** – Dennis Richgels called this Regular Village Board meeting to order at 6:24 p.m. Roll call was taken with the following members present: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels and John Kreul. Tom Pinch arrived at 6:34 p.m. Others present were Bart Nies, Dave Novak, Tom Hebgen, Daniel Swinehart and Becky Fredericks.

**Certification/Compliance** – Clerk certified that notice of meeting was posted on November 30, 2012. Susan Washa motioned as to compliance with open meeting law. Zach Washa seconded. Motion carried.

**Public Input – not for action** – Dave Novak was here to address the board on his concerns of the Village ordinance on snow removal from the sidewalks. His main concern is the speed at which Iowa County snowplow drivers come through the village and the wet, heavy snow that is pushed onto his property that he is responsible to remove from the sidewalk. He has called Iowa County Highway Department but is wondering if there is anything that the Village can do about this. The Village Board told Dave that they will talk to Iowa County about his concerns.

**Approve Resolution 2012-6 Adopting a Citizen Participation Plan** – Susan Washa motioned to approve Resolution 2012-6 Adopting a Citizen Participation Plan. Zach Washa seconded. Roll call vote “Aye”: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels and John Kreul. Motion carried.

**Approve Capital Improvements Plan** – Caleb Buroker motioned to approve the Capital Improvements Plan. Tom Cody seconded. Motion carried.

**Tom Pinch arrived at 6:34 p.m. and took over control of the board meeting.**

**Approve Submittal of Community Development Block Grant Application for Public Facilities – Proposed Modification – Municipal Well** – Susan Washa motioned to approve the submittal of the Community Development Block Grant Application for Public Facilities for the proposed modifications of the municipal well. Dennis Richgels seconded. Roll call vote “Aye”: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

**Approve Authorizing Resolution 2012-7 CDBG-PF Application** – Caleb Buroker motioned to approve Authorizing Resolution 2012-7 CDBG-PF Application. Zach Washa seconded. Roll call vote “Aye”: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

**Approval of Statement of Assurances** – Dennis Richgels motioned to approve the Statement of Assurances. John Kreul seconded. Motion carried.

**Approval of Lobbying Certification** – Susan Washa motioned to approve the Lobbying Certification. Caleb Buroker seconded. Motion carried.

**Approval of Fair Housing Action** – Zach Washa motioned to approve Actions #1 & #5 of the Potential Fair Housing Actions with a completion date of January 7, 2013. Caleb Buroker seconded. Motion carried.

**Matching Funds Commitment Letter from Highland State Bank** – Bart Nies informed the board that the Village Clerk has received a letter from Highland State Bank agreeing to provide financing to the Village of Highland for up to \$200,000 when needed.

**WI DNR ITA & PERF – Water System** –Tom Cody motioned to approve submitting the Wisconsin DNR Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) for the Safe Drinking Water Loan Program for the Village Water System. Susan Washa seconded. Motion carried.

**WI DNR ITA & PERF – Sanitary Sewer System** - Dennis Richgels motioned to approve submitting the Wisconsin DNR Intent to Apply (ITA) and Priority Evaluation and Ranking Form (PERF) for the Safe Drinking Water Loan Program for the Village Sanitary Sewer System. Susan Washa seconded. Motion carried.

**Approve Resolution 2012-8 Resolution Accepting Donation of Land** – Susan Washa motioned to approve Resolution 2012-8 Resolution Accepting Donation of Land. Zach Washa seconded. Roll call vote “Aye”: Zach Washa, Caleb Buroker, Tom Cody, Susan Washa, Dennis Richgels, John Kreul and Tom Pinch. Motion carried.

**Approve 2013 Water & Sewer Budgets** – Caleb Buroker motioned to approve the 2013 Water & Sewer Budgets. Dennis Richgels seconded. Motion carried.

**Discuss/Approve Progressive Way Residential Lot Prices** – Tom Cody motioned to offer for sale the residential lots for the cost of realtor fees, closing costs and any other associated fees for the transfer of ownership with the stipulation that construction be completed by December 31, 2013. No second received. Tom Cody rescinded his motion. After more discussion, Dennis Richgels motioned to extend the current stipulations with a price of \$5,000 for the residential lots in the Progressive Way Subdivision with a construction completion date of December 31, 2013. John Kreul seconded. Motion carried.

**Approve 2013 Storage Permit for Bob Bomkamp** – Caleb Buroker motioned to approve the 2013 Storage Permit for Bob Bomkamp. Tom Cody seconded. Motion carried.

**Set Caucus Date between January 1 and January 31, 2013** – Motion by Susan Washa to hold Village Caucus on Monday, January 7, 2013 at 6:00 p.m. with the Village Board meeting immediately following the Caucus. Zach Washa seconded. Motion carried.

**Approve Christmas Gratuities** – John Kreul motioned to give \$100 bonus to full-time employees, \$25 to seasonal employees and \$15 gift certificates from Grandma’s Kitchen to the CDBG committee members, the Fire Board, Planning Commission members, Board of Zoning Appeals members and the employees. Susan Washa seconded. Motion carried.

**Approve Minutes of Previous Meetings** – Dennis Richgels motioned to approve the November 5, 2012 Board Meeting minutes. Caleb Buroker seconded. Tom Cody abstained. Motion carried.

**Authorize Payment of Bills** – Susan Washa motioned to approve payment of bills as presented: General Account \$68,978.21, Sewer Account \$14,644.88, Water Account \$41,527.13 and TID #2 Account \$3,974.14 and to authorize the remaining 2012 bills to be paid by December 31, 2012. John Kreul seconded. Motion carried.

**Committee Reports:**

**Sewer** – Tom Hebgen informed the board that Bytec completed the sludge removal at the WWTP.

**Law Enforcement** – Report submitted. Daniel Swinehart informed the board that Saturday night he issued 33 parking warnings for the alternate side parking that started December 1, 2012. He also informed the board that the sign that he had won he was able to talk to them and they are going to exchange the sign for some traffic control vests and wands.

**Economic Development** – Midwest Poultry and Ratite Processors LLC have the electrical installed and inspected, right now they are waiting on some more paperwork from the State in order to start the construction project.

**Fire District** – Tom Pinch informed the board that Charlie Scullion talked to him and told him that the Ambulance Building needs some repairs due to water damage. The repairs are estimated to cost about \$8,000 and the Fire District wants to pay for the repairs for all the services that the Ambulance Service supplies the Fire District.

**Set January Board Meeting** – January board meeting will be January 7, 2013.

**Adjournment** – Susan Washa motioned to adjourn at 8:17 p.m. Zach Washa seconded. Motion carried.

Respectfully Submitted,  
Becky Fredericks, Clerk-Treasurer