

**July 13, 2015**

**REGULAR VILLAGE BOARD MEETING**

**Call to Order/Roll Call** – Village President Susan Washa called this Regular Village Board meeting to order at 6:17 p.m. Roll call was taken with the following members present: Ginger Halverson, Tom Cody, Dennis Richgels, John Kreul and Susan Washa. Tony Kaster arrived at 7:29 p.m. Zach Washa was absent. Others present were Michelle Shemak, Lloyd Caygill, Josh Tarrell, Ken Esser, Tom Hebgen, Daniel Swinehart and Becky Fredericks.

**Certification/Compliance** – Clerk certified that notice of meeting was posted on July 9, 2015. Tom Cody motioned as to compliance with open meeting law. Ginger Halverson seconded. Motion carried.

**Public Input – not for action – None**

**Approve/Deny Conditional Use Permit Application from Michelle Shemak** – The Planning Commission made a recommendation to the Village board to approve a Conditional Use Permit for Michelle Shemak to run a Child Care Center at 709 Main St. Ginger Halverson motioned to approve the recommendation from the Planning Commission to approve the Conditional Use Permit for Michelle Shemak to run a Child Care Center, The Alphabet Academy, which is only good for Michelle Shemak and non-transferable. Tom Cody seconded. Roll call vote “Aye”: Ginger Halverson, Zach Washa, Tom Cody, Dennis Richgels, John Kreul and Susan Washa. Motion carried.

**Lloyd Caygill to address board pertaining to Weed Notice Received – take action, if necessary** – Lloyd Caygill informed the board that he received a noxious weed notice and wants the Village board to withdraw it. He is not happy with the Weed Notice that he received from the Police Department due to feeling that it was discrimination. He feels this way because he feels that this is in response to his complaint about his neighbor who is a friend of Officer Swinehart. He informed the board that his yard has been the same for many years and now he received a notice. He informed the board that he is not the only one that has weeds however, he received a notice but others did not. After some discussion it was decided that Lloyd would take care of the weeds on the property line by the neighbor and will bring in pictures to the Village Clerk.

**Josh Tarrell to address the board on collaboration of the Village Board and Highland Schools on the future of highland** – Josh Tarrell and Ken Esser were present to talk to the board. Josh asked the board for the Village’s view/goal on how they go about getting businesses to come to Highland. He informed the board that he had contacted surrounding communities on what they do and he feels that there is a need for change to get businesses to come to Highland and is looking for suggestions from the board on what the school board could possibly do to help and what the Village would like to do.

Susan Washa informed Josh that there is about a 4 acre parcel with the possibility of 3 lots in the Industrial Park – they talked about other places that are available and talked about a couple new businesses. Josh then asked the Village about the Curt James deal and if the Village felt that they did everything to try and sell the lot to Curt. He also asked the Village ever thought of an incentive program to bring businesses to Highland, like selling a lot for cheap as opposed to \$8,000/acre. Dennis Richgels informed Josh and the rest about why they felt the price of \$8,000/acre was an acceptable price by stating that the Village needs to recoup the cost for all of the infrastructure construction in the Industrial Park.

**John Adametz arrived at 6:56 p.m.**

**Continuation on Future of Highland Discussion** – Ken Esser asked the board if there is a contact person for Iowa County Area Economic Development (ICAED) that the Village can work with. He was informed that yes, there is, however, she is new to the ICAED and the Village has not contacted her. The board informed him that they had worked with Rick Terrian, when he was part of the ICAED, with trying to bring in the Highland Vegetable Freezer Plant and that a study was funded with a grant to see if it was financially feasible, which this study showed that it was not. There have been a few businesses interested in the Industrial Lots however, after further research they always seemed to come up short.

Also discussed was the grocery store and the number of multiple interested parties. Tom Cody talked about an individual from Monroe that was interested however, with that individual he wanted the Village of Highland to take on the financial burden of purchasing the property which he in turn would pay the mortgage or what not. At the time, the board didn't feel it was in the best interest of the Village board to put the burden of this on the Village taxpayers if by chance the deal would not prosper. Tom made the comment that the Village of Highland is not in the position to be the bank for getting a grocery store opened.

Another matter asked was why did Josh come and address the Village board on this as to if it is completely the Village's responsibility to get businesses. The Town of Highland should be just as involved. The Village board wants to see growth but the whole community, both village and township, is needed, which everyone agreed.

**Tony Kaster arrived at 7:29 p.m.**

**Continuation on Future of Highland Discussion** – After some more discussion it was decided that going forward a community meeting should be set to see if the community would support a grocery store. It was also decided that we should see if we can get Anna S, from ICAED, to attend the meeting and to give some suggestions on getting business to come to Highland. Look at a date in August to get a meeting set. Josh Tarrell said that he would volunteer to get a meeting set and that the info can be put on the school Facebook page, the Village website and the meeting can be held at the school. Josh will update the board on his progress at the August board meeting.

**Discussion on Highland School District Driveway Plans** – Tom Hebgen informed the Village board that he met with the engineer who is working with the school on fixing the school's driveway drainage. The engineer asked if they could tie into the Village storm sewer, which Tom informed them of the issues with the storm sewer by the Main St/E Circle Dr intersection and that the village system would not be able to handle the school runoff. The engineer understood and said there are other ways to make this work. Tom informed the board that there will be lots of work in getting this right and lots of questions in order to figure out a way to slow down the water runoff so as not to flood out the Village storm sewer and residents. He feels that the board or a committee will need to be involved with this to work with the school and their engineer. It was decided that the Streets & Water and Sewer Committees should be involved with this project.

**Village President asked if there were any objections to move forward on the agenda to 5(a) due to people present for this agenda item. Hearing no objections the board moved forward to agenda item 5(a).**

**Highland Rodeo Club Contract Discussion – take action, if necessary** – John Adametz was present to bring back to the board the offer that the Highland Rodeo Club (HRC) has for the lease agreement of the rodeo grounds. He informed the board that they HRC would like to pay \$100 for 2016 Lease Agreement and then give \$100 plus \$1.00 per rodeo show participants for 2017 Lease Agreement. He also stated that they would like the Village to put out for bids to see what others actually feel the land is worth. Tom Cody addressed that if the Village was to put out for bids and the HRC does not submit a bid, the highest bidder would end up with the lease on the land for 2016. John said that per the contract the HRC has final say on bids, which this is not correct. Per the contract it states “Lessee maintains first option to purchase if available” so not to have final say on bids. After some discussion Tony Kaster motioned to lease the land to the Highland Rodeo Club in 2016 for \$100 plus \$1.00 per Little Britches Rodeo show participants. This motion never received a second due to this item needed to be tabled until the August board meeting so the motion to charge \$1,500 can be rescinded.

**Village President asked if there were any objections to move forward on the agenda to 5(g) due to people present for this agenda item. Hearing no objections the board moved forward to agenda item 5(g).**

**Discuss/Update on Industrial Lot Buffer Strips – take action, if necessary** – Paul Colette & Gary Hach arrived sometime around 8:00. They were both present to discuss this item – Ryan Brown was unable to attend. Paul Colette addressed the board that back when he purchased the property it was part of his Developer’s Agreement but the board at that time wasn’t sure how to interpret the buffer strip requirement. He was told that would be addressed later. Then in 2012, he received a letter pertaining to the buffer strip requirement and with meeting with Tom Pinch, Village President at the time, and Mike Fenley, Village Zoning Administrator & Building Inspector, it was once again determined that the wording of the requirement was vague and that they would get back to him. This never happened and then the matter was addressed again now. Paul informed the board that he thought about this and came up with an idea of a Landscape Allocation Fee of \$3.00 per foot of the rear lot line that the industrial lot owners would pay the Village, who would create a reserve account. The funds would then be distributed to the affected residential lot owners at the same amount of \$3.00 per foot of their rear lot line to use for any landscape materials of their choosing to provide a visual screen of the Industrial Lots. Tom Cody states that he felt it was a good idea however if a new homeowner comes in they might question why the ordinance was not enforced. The board then discussed the possibility of removing this requirement from the Industrial Lot Zoning Ordinance. After some discussion, Tom Cody motioned to recommend that the Planning Commission Committee holds a meeting to discuss the M-1 Industrial District Ordinance pertaining to the Required Buffer Strip section and to delete that from the ordinance. Tony Kaster seconded. Motion carried.

**The Board moved back to the regular order of the agenda items and moved back to item 4(e).**

**Discuss Apartment Security Deposit Returns – take action, if necessary** – The board needed to determine the security deposit return for 609 Dodgeville St and 603 Apartment St. Susan Washa suggested that the amount to be returned would be the difference between the security deposit received and the cost of cleaning the apartment. The board was informed that the security deposit for 609 Dodgeville St was \$140 and the cost to clean was \$140 and the security deposit for 603 Apartment St was \$140 and the cost of cleaning has a proposal of about \$480-\$520. Ginger Halverson motioned to not return the security deposits on 609 Dodgeville St and 603 Apartment St. Dennis Richgels seconded. Roll call vote “Aye”: John Kreul, Dennis Richgels, Tony Kaster, Tom Cody, Ginger Halverson and Susan Washa. Motion carried.

**Adopt Resolution 2015-1 Compliance Maintenance Annual Report (CMAR)** – Tom Hebgen explained the CMAR to the Village Board. We received straight “A” grades in all categories. No actions are necessary to maintain effluent requirements contained in the WPDES permit. Tony Kaster motioned to adopt Resolution 2015-1 Compliance Maintenance Annual Report (CMAR). Dennis Richgels seconded. Roll call vote “Aye”: Susan Washa, Dennis Richgels, Tom Cody, John Kreul, Tony Kaster and Ginger Halverson. Motion carried.

**Review parcel #136-0212.06 Certified Survey Map – take action, if necessary** – Delta 3 Engineering Inc submitted a preliminary Certified Survey Map (CSM) for parcel 136-0212.06. After reviewing the CSM the board informed the clerk to contact Delta 3 to finalize the CSM.

**Discussion on parcel 136-0212.06 – take action, if necessary** – No discussion or action needed.

**Discuss possible construction projects in TID – take action, if necessary** – This item will be tabled until August board meeting when Bart Nies of Delta 3 Engineering Inc. can attend to provide an estimate for engineering and construction of storm sewer and curb & gutter on Progressive Way.

**Update on Pet Request from Jennifer White – take action, if necessary** – Susan Washa informed the board that she contacted Eileen Brownlee, Village Attorney on this matter and Eileen informed her that the letter Jennifer submitted at the June board meeting wasn’t sufficient enough to require the Village to allow her to keep a cat in her apartment and suggested that Susan contact Jennifer to let her know that they would need a more detailed letter from her doctor. Susan did contact Jennifer and a new letter was submitted from her doctor which Eileen looked at and she stated that the letter does not identify that Jennifer has a disability and it is her recommendation that the Village does not allow her to keep the cat. Susan contacted Jennifer to inform her of the lawyer’s recommendation and that the Village would not be allowing her to keep her cat in the apartment.

**Update on Upland Hills Health Clinic** – Tom Hebgen informed the board that he has talked to the contact for the clinic and the plans right now are that the Village park entrance road will be on the north side of the property next to the cemetery. The plan also shows that there will be more green space than parking area. He would like the village board or committee to be involved when a meeting or discussion takes place on the progress of this project.

**Our Town Discussion – final prep** – Village President Susan Washa informed the board that there is still open slots on the work schedule so will need to find more workers. The talent show was discussed and there will be prize money awarded but not sure on the amounts yet. Village President will get this figured out. There was discussion on the last minute prep and what board members can help with.

**Approve Minutes of Previous Meetings** – Dennis Richgels motioned to approve the June 2, 2015 Board Meeting minutes. Ginger Halverson seconded. Motion carried.

**Authorize Payment of Bills** – Ginger Halverson motioned to approve payment of bills as presented: General Account \$24,817.60, Sewer Account \$15,848.48, Water Account \$11,488.07, TID #2 Account \$6,294.38. John Kreul seconded. Roll call vote “Aye”: Tony Kaster, Ginger Halverson, John Kreul, Tom Cody and Susan Washa. Motion carried with Dennis Richgels abstaining.

**Committee Reports:**

**Economic Development** – Village board was informed that Dorothy Valiga will be working out of Dr. Lehman’s building on Main St for her personal business relating to virtual software with the potential of having an area for local residents to be able to access high speed internet.

**Law Enforcement** – Report submitted. Daniel Swinehart informed the board that he received a \$600.00 grant from Wal-Mart. He also informed the board that he is currently working on a BOTS grant and will be supplying the board at the August board meeting the costs for the items he plans to purchase with the funds from the BOTS grant.

**Water** – Question was asked how the fire department handles filling resident’s swimming pools. Tom Hebgen informed the board that Tom Michek supplies Tom with the amount of water that they have used.

**Sewer** – Nothing new to report.

**Streets** – Nothing new to report.

**Parks** – Tom Hebgen talked to Mark Flanagan from the Village of Cobb and Mark was telling him that Cobb was getting funding from Pepsi Co. to help with half the cost of a new scoreboard, the other half is coming from Royal Bank. Tom wanted to check and see if the Village would want to look at this for 2016. The village would need to find a sponsor to help with half of the cost. Susan Washa volunteered to work with Tom Hebgen on this. Susan Washa informed the board that Summer Rec is looking at different options for starting the park grill due to Susan getting burned (there has been about 3-4 other people also this year).

**Public Property** – John Kreul informed the board that the price he received from Bowden & Alexander to replace the carpet & linoleum in 603 Apartment St apartment is going to be a little over \$1,800.00. At this time, the Village is going to hold off on doing any work in that apartment. John Kreul also informed the board that Dean Lettman has moved in to the apartment at 609 Dodgeville St.

**Fire District** – Report submitted.

**Operator Licenses** – None

**Zoning Permits** – Midwest Poultry & Ratite Processors (renewal) and Don Lehman

**Forthcoming Events** – None

**Correspondence Received** – Village Clerk informed the board that she has received 3 checks in the amount of \$3,329.56 from Wisconsin Power & Light Co. for reimbursement of natural gas hookups in the Progressive Way Subdivision.

**Set August Board Meeting** – Monday, August 3, 2015

**Adjournment** – Ginger Halverson motioned to adjourn at 10:58 p.m. Tom Cody seconded. Motion carried.

Respectfully Submitted,  
Becky Fredericks, Clerk-Treasurer