

**October 12, 2016**

**SPECIAL VILLAGE BOARD MEETING**

**Call to Order/Roll Call** – Village President Susan Washa called this Special Village Board meeting to order at 6:31 p.m. Roll call was taken with the following members present: Zach Washa, Tom Cody, Tony Kaster, Dennis Richgels, John Kreul and Susan Washa. Others present were Tom Hebgen, Daniel Swinehart and Becky Fredericks.

**Certification/Compliance** – Clerk certified that notice of meeting was posted on October 10, 2016. Zach Washa motioned as to compliance with open meeting law. Tony Kaster seconded. Motion carried.

**Discuss Board Trustee Position – Appoint New Trustee** – Ginger Halverson has moved out of the Village of Highland therefore her seat for the remaining term until April, 2017 needs to be filled. Chad Coyier has submitted a letter of interest. The Village board was given the option to act on the matter at this board meeting or wait until the November board meeting and see if there was any other interest in the vacant seat. The members discussed this and felt that since there was an interested person that it would be nice to fill the seat before the November board meeting. Zach Washa motioned to appoint Chad Coyier to fill the vacant seat for the remainder of the term. Tom Cody seconded. Roll call vote “Aye”: Z. Washa, Cody, Kaster, Richgels, Kreul and S. Washa. Motion carried.

**Approve DNR Clean Water ITA & PERF** – Tony Kaster motioned to approve Delta 3 Engineering Inc to submit the Wisconsin DNR Clean Water Fund ITA (Intent to Apply) and PERF (Priority Evaluation and Ranking Form) for the Village of Highland. Tom Cody seconded. Motion carried.

**Approve projects to submit on the DNR Clean Water ITA & PERF** – Zach Washa motioned to approve Delta 3 Engineering Inc to submit projects 1, 2, 3, 4 and 6 from the Capital Improvements Program dated October 4, 2016. Dennis Richgels seconded. Roll call vote “Aye”: S. Washa, Kreul, Richgels, Kaster, Cody and Z. Washa. Motion carried.

**Discuss Apartment Application – take action, if necessary** – Amanda Dilley had contacted the Village Clerk inquiring what the status of her apartment application was. Amanda was shown both 601 Apartment St and 603 Apartment St and said she would be interested in 603 Apartment St, possibly by November 1, 2016. Susan Washa motioned to accept Amanda’s application for 603 Apartment St for November 1, 2016. John Kreul seconded. Motion carried. Susan Washa will contact Amanda of the decision.

**Discuss Park Street Lots – take action, if necessary** – The board discussed possible options on the lots – no action taken at this time.

**Work on 2016 Amended Budget and 2017 Draft Budget** - Budget was presented and discussed with budget hearing set for November 7, 2016 at 6:00 p.m.

**Any other business to discuss** – None

**Adjournment** – Zach Washa motioned to adjourn at 9:25 p.m. Tony Kaster seconded. Motion carried.

Respectfully Submitted,  
Becky Fredericks, Clerk-Treasurer