

**REGULAR VILLAGE BOARD MEETING MINUTES
VILLAGE OF TREMPEALEAU
FEBRUARY 1, 2018**

1. Roll Call and Call to Order
President Kurt Wood called the meeting to order at 7:00 p.m. Present: Kurt Wood, Lois Taylor, Kit Locke, Kevin Sacia, Bridgette Turner, Jake Ruesgen, and Jason Hilton. Others present: Deputy Clerk/Treasurer Kathy Peterson, Administrator Nate Patros, Clerk Vicki Freeman, Utility Clerk Dawn Schaller and Police Chief Rick Niedfeldt.
2. Announcements
 - A. Closed Session: The Village will convene into closed session under ss 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Topic: Administrator)
3. Public Hearing for Ordinance #2-2018 Zoning Amendments surrounding the mobile home setbacks and definitions.
Lynn Lamke stated she was in favor of proposed changes. No more comments so Kurt declared the Public Hearing closed.
4. Public Hearing for Resolution #2-2018 Authorizing Levying Special Assessment against benefited properties for curb and gutter improvements on Pine Street between 2nd and 1st Streets, Village of Trempealeau.
No comments so Kurt declared the Public Hearing closed.
5. Open Forum
There were no comments or concerns and Kurt Wood closed Open Forum.
6. Approval of Minutes
 - A. Consideration of the January 4, 2018 Regular Village Board Meeting Minutes: Lois Taylor made a motion to approve the minutes, seconded by Bridgette Turner, motion carried 7-0.
7. Village Board Committees
 - A. General Government
 - a. Committee Report
Bridgette Turner reported on the Committee's activities. The Committee met on January 10th and January 12th, 2018 to complete review of personnel handbook.
 - b. Consideration of Cash Disbursements
 - c. Consideration of Cash Disbursement Journal Entries
 - d. Consideration of Payroll Disbursements
Lois Taylor made a motion to approve the January cash disbursements of \$878,067.30, January payroll of \$45,450.04 and December cash disbursement journal entries of \$171,977.08, seconded by Kevin Sacia, motion carried 7-0.
 - e. Proclamation Recognizing Vicki Freeman, WCMC on Her Retirement as Village

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- Clerk Treasurer for The Village of Trempealeau
Kurt Wood read Proclamation Recognizing Vicki Freeman, WCMC & designating February 16, 2018 as "Vicki Freeman Day" in the Village of Trempealeau.
- f. Consideration of Resolution #3-2018 - A Resolution Appointing Kathy Peterson as Clerk Treasurer and Angela Orr to position of Deputy Clerk Treasurer
Motion by Kit Locke to adopt Resolution #3-2018 Appointing Kathy Peterson as Clerk Treasurer and Angela Orr to position of Deputy Clerk Treasurer, seconded by Lois Taylor, motion carried 7-0.
 - g. Consideration of Resolution #4-2018 - A Resolution Authorizing Issuance of a Village Credit Card Account to Angela Orr Through Citizens First Bank
Motion by Lois Taylor to adopt Resolution #4-2018 - A Resolution Authorizing Issuance of a Village Credit Card Account to Angela Orr Through Citizens First Bank, seconded by Jason Hilton, motion carried 7-0.
 - h. Consideration of Resolution #5-2018, A Resolution to Authorize Signature - Clerk Treasurer
Motion by Jake Ruesgen to adopt Resolution #5-2018 - A Resolution to authorize signature, seconded by Lois Taylor, motion carried 7-0.
 - i. 2018 Participation Agreement between Wisconsin Education Association (WEA Trust) and the Village of Trempealeau
Motion by Jason Hilton to approve 2018 Participation Agreement between WEA Trust and the Village of Trempealeau, seconded by Kit Locke, motion carried 7-0.
- B. Water & Sewer - No Meeting
- C. Streets & Alleys - No Meeting
- a. Consideration of Resolution #2-2018 Final Resolution for Special Assessment for curb and gutter on Pine Street
Motion by Bridgette Turner to adopt Resolution #2-2018 - A Final Resolution for Special Assessment for curb and gutter on Pine Street, seconded by Jason Hilton, motion carried 7-0.
- D. Electric
- a. Committee Report
Jason Hilton reported on January 11, 2018 meeting and Committee activities.
 - b. MH Enterprises Tampering Case - request for a refund of the \$2,669.15 payment for back billing
This matter was discussed at length. Kit Locke was in favor of refunding the money as she believes Mike Mikrut did not tamper with the meter socket. Bridgette Turner said although she believed no tampering occurred she felt the Village followed procedure and precedent may be set with refund. Kurt Wood stated that Office and Utility Personnel followed PSC rules and procedures and dealt with the matter appropriately regardless of how the tampering occurred on MH Properties, LLC property. Lois Taylor felt refund discredits Utility and Office personnel. Motion by Kevin Sacia to send back to Electric Committee, no second, motion failed. Motion by Kevin Sacia to leave as original charges, seconded by Lois Taylor, roll call vote: Jason Hilton – No, Kit Locke – No, Bridgette Turner – No, Kevin Sacia – No, Lois Taylor – Yes, Jake Ruesgen – No, Kurt Wood – Yes, motion failed 5-2.

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- c. Consideration of a Contract for Overhead Reconstruction with Moll's Utility Service, LLC (\$230,020)
Nathan Patros recommended to table this as many changes to review and contract to be modified. Consideration of Contract was tabled to no later than next Board Meeting on March 1, 2018.

E. Plan Commission

- a. Committee Report
Lois Taylor reported on the Commission's activities.
- b. Consideration of a Certified Survey Map to create Lot 2 from parcel 186-00602-0035, Legal Description- PT GOVT LOT 1 Olson Life Estate (Olson)
Motion by Jason Hilton to approve Certified Survey Map to create Lot 2 from parcel 186-00602-0035, Legal Description- PT GOVT LOT 1 Olson Life Estate (Olson), seconded by Lois Taylor, motion carried 7 – 0.
- c. Consideration of a Certified Survey Map to create Lot 1 from parcel 186-00523-0005, Legal Description- PT NW NW (Heffner)
Motion by Jason Hilton to approve Certified Survey Map to create Lot 1 from parcel 186-00523-0005, Legal Description- PT NW (Heffner), seconded by Kit Locke, motion carried 7 – 0.
- d. Consideration of Ordinance 2-2018 an Amendment to Mobile Home zoning standards and definitions
Motion by Bridgette Turner to pass Ordinance 2-2018 an Amendment to Mobile Home zoning standards and definitions, seconded by Kit Locke, motion passed 7 – 0.
- e. Resolution #6-2018 A Resolution authorizing the Village of Trempealeau to sponsor a Safe Routes to School Grant under the Transportation Assistance Program and fund the local match requirement for design and construction costs
Nathan Patros talked about concerns with residents clearing sidewalks and maintaining them. Jason Hilton stated that they will be wide enough so that the Village may maintain them. Homeowners would still be responsible for existing sidewalks.
Motion by Jake Ruesgen to adopt Resolution #6-2018 A Resolution authorizing the Village of Trempealeau to sponsor a Safe Routes to School Grant under the Transportation Assistance Program and fund the local match requirement for design and construction costs, seconded by Jason Hilton, motion carried 7 – 0.

F. Public Safety

- a. Committee Report
Kevin Sacia reported on Committee's activities.
- b. 2018- 2019 Humane Society contract agreement
Chief Niedfeldt explained that we have had this contract in place for long time and basically protects the Village from incurring bills over a displaced animal. Motion by Lois Taylor to accept the 2018- 2019 Humane Society contract agreement, seconded by Jason Hilton, motion passed 7 - 0.
- c. Informational Items - Chief Niedfeldt – None.

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- G. Parks & Recreation Committee
 - a. Committee Report
Kit Locke reported on January 11, 2018 meeting. Next meeting will be April 12, 2018.
 - H. Committee of the Whole
 - a. Committee Report
Lois reported on Committee activity and meeting on January 18, 2018.
 - I. Southern Trempealeau County Solid Waste Commission
 - a. Commission Report
 - J. Shirley M. Wright Memorial Library Board
 - a. Library Report
8. Village President's Business
- A. Fire Board Report. Kurt Wood reported on the Fire Board activities.
 - B. Great Lakes Utilities Report. Kurt Wood reported on GLU's activities and meetings.
9. Village Clerk/Treasurer Business
- A. Month End Accounting Reports
Reports were reviewed.
 - a. Bank Reconciliation Report
 - b. Trial Balance
 - c. Ehlers Investment Partners Report
 - B. Consideration of Licenses and Permits
 - a. Consideration of Operator's License - Abigail Miller
Motion to approve Operator's License for Abigail Miller was made by Lois Taylor, seconded by Jason Hilton, motion carried 7-0.
 - b. Consideration of Operator's License - Rachel Kast
Motion to approve Operator's License for Rachel Kast was made by Jake Ruesgen, seconded by Kit Locke, motion carried 7-0.
 - c. Consideration of Operator's License - Stephen Ortiz
Motion to approve Operator's License for Stephen Ortiz was made by Kit Locke, seconded by Jason Hilton, motion carried 7-0.
 - C. Informational Items Only
Kathy Peterson reviewed the activities of the past month (report attached).
10. Village Administrator Business
- A. Future Meeting Times and Dates
Times and dates were reviewed.

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B. Administrator's Report and Informational Items
Nathan Patros gave a report on the past month's activities (attached)

11. Future Agenda Item Requests (no action)
No Items requested.
12. Closed Session
Motion by Lois Taylor to convene into closed session, second by Bridgette Turner. Roll call vote: Bridgette – Yes, Jake Ruesgen – Yes, Kit – Yes, Lois – Yes, Kevin – No, Jason – Yes, Kurt – No; motion carried 5-2.
13. Open Session
Motion by Kevin Sacia to reconvene into open session, seconded by Jason Hilton, motion carried 7-0.
14. Adjournment
Motion by Jake Ruesgen to adjourn the meeting at 10:20 pm, seconded by Jason Hilton, motion carried 7-0.

Kathy Peterson,
Deputy Clerk/Treasurer