

Minutes of the 3/18/14 Clinton Village Board Meeting

- 1. Call to Order and Roll Call** – Village President Tracy called the meeting to order at 7:00 p.m.
Roll Call – Present: President Tracy, Trustees Bushue, Knibbs, Olson, and Torkilson. Absent: Trustees Bickham and Jacobs – excused. Also Present: Administrator Sheiffer, DPW Director Johnson, Treasurer/Deputy Clerk Franseen, Lt. Hooker, Patrol Officers Lankford and Rufer and interested public.
- 2. Pledge of Allegiance** was stated by those present.
- 3. Approval of the Minutes:** Trustee Bushue moved, seconded by Trustee Torkilson to approve the minutes of the 2/10/14 Joint Plan Commission/ Village Board meeting and 2/18/14 Village Board meeting. Motion carried, 5-0.
- 4. Public Appearances** – Lt. Hooker introduced Patrol Officer Chuck Lankford who began with the Village in Sept., 2013 and Patrol Officer Michael Rufer who began work with the Village this week. Both officers came to the Village with prior municipal experience. Patrol Officer Lankford has expertise in organizing community events for the PD and Patrol Officer Rufer has experience working with schools and school age children. Mr. & Mrs. Sean Harrison of Citgo & Clinton Foods stated they were upset concerning the lack of written notification directly to them regarding the processing of the Dollar General applications to build a store in the Village. Village Administrator Sheiffer explained the Village follows the required notification process in the Village's zoning code. Depending on the type of applications being processed, the notification requirements are different. In the case of Dollar General, notifications consisted of publications of the annexation ordinances (2) in the Topper, legal notices (2 insertions) in the Topper about the public hearings for Plan Commission and Village Board, and posting of Village Board and Plan Commission meeting agendas. In addition to required notifications, the Village reviewed the site plan at a public meeting of the Plan Commission and Village Board and the Village Administrator's weekly direct e-mail service to those signed up provided information about the project. The Village Administrator also noted she had personally told Mr. Harrison about the Dollar General proposal to come to the Village.
- 5. Business by the Village President:** President Tracy had no new business to note.
- 6. Committee Reports** – Public Works Committee met and discussed possible changes to the Village's building code concerning when building permits are required. Trustee Bushue discussed Arbor Day preparations, the decline of ash trees in the Village from last year to this year and he discussed planned work at the Pelishek Trail/Farmers Gateway Park. Trustee Knibbs reported the Library Foundation had received a grant to purchase a T.V. and were planning to raise another \$300 for a computer.
- 7. Reports of Village Officials** – Administrator Sheiffer reported on the following: the status of water utility impact fees collected by the Village, the SAG contract from WEDC, and the proposed assisted living project planned for Carol Street between Ogden and Peck. Lt. Hooker reported 2 officers in the Department had received their new vests and were pleased to have them and he noted he will be meeting with Emergency Government Committee to prepare for the upcoming storm season. DPW Director Johnson reported that 1 of the frozen water services had thawed itself and he hoped the other 4 would soon. He also noted the Village had received

a letter from ISO which stated the Village has an improved rating which will result in decreased homeowner insurance costs. Chief Rindfleisch will be making a presentation at the next Village Board meeting concerning this. Treasurer/Deputy Clerk Franseen noted she has been working on delinquent personal property tax accounts and was preparing for the upcoming election.

8. **Old Business** – a) Discussion and Direction on Changes to the Village’s Municipal Ordinances Chapter on Building Code Concerning When Permits are Issued The Public Works Committee will continue to work on this to determine if additional changes should be recommended beyond the recommended change brought forward at this meeting. b) Discussion and Action on Contract for Services with Independent Inspections and Approval of Associated Proposed Fee Schedule by Adoption of Resolution No. 2014-3 President Tracy moved, seconded by Trustee Olson to approve the agreement with Independent Inspections effective January 1, 2014. Motion carried, 5-0. President Tracy moved, seconded by Trustee Olson to adopt resolution 2014-3 with the removal of the fee (and required inspection) for re-roofing and an effective date of April 1, 2014 for the fee schedule. Motion carried, 4-1 with Trustee Bushue opposed.
9. **New Business** - a) Discussion and Action on to Amend “Appendix A” of the Municipal Code of Ordinances to Delete Building Inspection Fees and Update/Create Other Village User Fees (Building Inspection Fees Now Set by Resolution of the Village Board) President Tracy moved, seconded by Trustee Bushue to approve “Appendix A” as presented with 2 new fees effective upon publication. b) Discussion and Action on Discussion and Action on Resolution No. 2014-4 A Resolution for a Fee Schedule for Miscellaneous User Fees & Charges for the Village of Clinton Trustee Knibbs moved, seconded by President Tracy to approve Resolution No. 2014-4 with the siding fee changed to \$0 and adding a \$0 fee re-roofing permit. Motion carried, 5-0. c) Disc. and Action on Proclamation to Designate April 26, 2014 as Arbor Day in the Village of Clinton Trustee Bushue moved, seconded by Trustee Torkilson to approve the Proclamation. Motion carried, 5-0. d) Discussion and Action on Operator’s License Applications Trustee Torkilson moved, seconded by Trustee Bushue to approve the applications as presented. Motion carried, 5-0. e) Discussion and Action on Public Works Committee Recommendation to Sell Chipper Trustee Olson moved, seconded by President Tracy to sell the wood chipper on the Wisconsin Surplus on-line auction. Motion carried, 4-1 with Trustee Bushue opposed.
10. **Approval of Checks, Invoices and Purchase Orders** – Trustee Bushue moved, seconded by Trustee Torkilson to approve payment of the checks & invoices as follows: general fund in the amt. of \$1,097,572.11 and water and sewer utility in the amt. of \$40,606.24 as listed on the batch cover sheet. Motion carried, 5-0. Trustee Bushue moved, seconded by Trustee Torkilson to approve P.O. # PW2014-001 for the zero turn mower in the net amt. after trade-in of \$5,880.
11. **Media Questions** – None
12. **Closed Session** - N/A
13. **Action from Closed Session** – None
14. **Adjournment** – Trustee Torkilson moved, seconded by Trustee Knibbs to adjourn the meeting at approx. 8:23 p.m. Motion carried, 5-0.

Respectfully Submitted,
Jennifer Sheiffer, Administrator