

Minutes of the 8/18/15 Regular 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: Village President Tracy & Trustees Bushue, Torkilson and Troha. Absent: Trustee Jacobs, Knibbs and Nielson - excused. Also Present: Administrator Sheiffer, Clerk/Treasurer Franseen, Chief Hooker, DPW Director Johnson, Library Director Bieber and interested public.
- 2. Pledge of Allegiance** was recited.
- 3. Approval of the Minutes:** President Tracy moved, seconded by Trustee Troha to approve the minutes of the June 16, July 22, July 27 and August 10, 2015 Village Board meetings. Motion carried, 4-0.
- 4. Public Appearances** – Mary Ann Inman stated the Library Foundation had a new brochure on the Foundation's desire for a new Library building. Tim Pogorelski representing the Chamber spoke of the upcoming Horse Parade and the outdoor movie shown downtown last Sat.
- 5. Business by the Village President** – None. **President Tracy requested the Board move agenda items no. 9-a, 9-b and 9-c up on the agenda.** 9-a Discussion and Action on 2014 Village Audit Presentation Village Auditor Pat Romenesko told the Board the 2014 Village audit went well. He reviewed the management letter he had prepared and noted the Village's TIF would soon begin paying back the Village funds it owes the Village. He noted based on resolution no. 2015-1, he and staff would be developing a strategy for paying back interfund loans the TIF owes the Village. He further reviewed with the Board budget to actual for 2014, fund balances at the end of 2014 included undesignated and assigned. He noted the utilities are doing all right. Tracy moved, seconded by Bushue to accept the 2014 Village audit. Motion carried, 4-0. 9-b & 9-c Discussion and Action on Special Event Permit for Horse Parade August 22, 2015 and Discussion and Action on Operator License Application Following discussion, Trustee Torkilson moved both the permit and the associated Temp. Class B Retailers license be approved. Motion carried 4-0.
- 6. Committee Reports** – Forestry Board Chair Bushue reported the Forestry Board is busy with the new low cost tree planting program. He asked that the word be spread on this cost sharing program because of the number of trees the Village will lose to the Emerald Ash Borer.
- 7. Reports of Village Officials** – Administrator Sheiffer reported on 7/18 the Village held its' first e-waste recycling event and collected and recycled over 5,000 lbs of electronics waste. The Village's cost at Universal Recycling was less than \$400. She noted the Village's new Assisted Living Facility is planning to open mid-Dec. and is currently working on leasing. Interested tenants should contact the operators of Willowick. There is a temporary sign on site with contact information. She also noted the Plan Commission has been working on changes to the Zoning Code text. Two public hearings would be held in September. Text changes are available for viewing at Village Hall. Clerk/Treasurer Franseen reported the GAB had sent out postcards to update voter registration information and tax settlement will occur with the County this week. Chief Hooker thanked everyone for their help with National Night Out in Clinton which was a huge success. He indicated to the Board the draft of the policy and operation manual should be to the Public Safety Committee and Board in September. He also stated he attended the Chief's conference. DPW Director Johnson explained Arthur Drive is complete except for

restoration. He plans to do the e-recycle program again next year. Library Director Bieber reported the Library Board is working on policy updates and the 2016 budget.

8. Old Business

a) Discussion and Action on Proposals Received for Public Facility Needs Assessment and Authorize Preparation/Signing of Service Agreement Pending Village Attorney Review/Approval President Tracy moved, seconded by Trustee Torkilson to accept the proposal from Strand to look at facility needs for all Village departments at \$8,800. Motion carried, 4-0.

9. New Business -

a) Handled earlier in the meeting.

b) Handled earlier in the meeting.

c) Handled earlier in the meeting.

d) & e) Discussion and Action on Proposed Ordinance No. 2015-1 Titled An Ordinance to Create Section 2-318 of Chapter 2 Entitled "Alternative Forms of Sworn Testimony at Board of Review" and Discussion and Action on Proposed Ordinance No. 2015-2 Titled An Ordinance to Create Section 2-319 of Chapter 2 Entitled "Confidentiality of Information" President Tracy moved, seconded by Trustee Troha to approve both proposed ordinance 2015 no. 1 and 2015-2 as presented. Motion carried, 4-0.

f) Discussion and Action on Resolution No. 2015-12 A Resolution Acknowledging Receipt and Review of the Village's Compliance Maintenance Annual Report as Required by the Wisconsin Pollutant Discharge Elimination System Permit Issued by the Department of Natural Resources Trustee Bushue moved, seconded by Trustee Torkilson to approve Resolution No. 2015-12. Motion carried, 4-0.

g) Discussion, Input and Direction on Village Budget Goals/Objectives for 2016 Village Budget Administrator Sheiffer reviewed the proposed budget timetable for the 2016 budget process. She noted there would again this next year be no new revenue. The Board had not specific direction or input at this time.

h) Discussion and Action on Cost Sharing Request from Gary Hahn Concerning Drainage Improvements in the Town of Clinton President Tracy moved, seconded by Trustee Troha to table this item until Trustee Nielson could be present. Motion carried, 4-0.

i) Discussion and Action on Service Agreement for GovPayNet Treasurer Franseen noted the agreement provides for lowering the user fees for making payments through the Village's website. Trustee Torkilson moved, seconded by Trustee Troha to approve the service agreement as presented. Motion carried, 4-0.

j) Discussion and Action on Maintenance Agreement with FABICK CAT for the Utility/DPW Generator Trustee Troha moved, seconded by Trustee Torkilson to approve the maintenance agreement as presented. Motion carried, 4-0.

10. Approval of Checks, Invoices and Purchase Orders – Trustee Torkilson moved, seconded by Trustee Troha to approve payment of the checks and invoices as follows: general fund in the amount of \$121,066.06 and water utility/sewer utility checks in the amount of \$130,242.33 as listed on the batch cover sheet. Motion carried, 4-0. Trustee Troha moved, seconded by Trustee Bushue to approve the purchase order for the 60 HP Blower from Energenecs, Inc. Motion carried, 4-0.

11. Media Questions – None

12. Closed Session - None

13. Action from Closed Session – None

14. Adjournment – Trustee Bushue moved, seconded by Trustee Troha to adjourn the meeting at approx. 9:20 p.m. Motion carried, 6-0.

Respectfully Submitted by –

Jennifer Sheiffer, Village Administrator