

## VILLAGE OF LYNDON STATION

### Board Meeting Minutes

March 11, 2013

The meeting was called to order by President David Klicko at 7:00 p.m. The roll call was taken by the Clerk. Present were President David Klicko and Trustee William Blank. Trustee Rebecca Coley attended at 7:05 p.m. Also present was Clerk/Treasurer Lori J. Scully and Steve Klicko from the Public Works Dept. Citizens present as per the sign in sheet.

A motion was made by Trustee Blank, seconded by President Klicko to approve the minutes for February 14, 2013; two ayes carried, one absent. (Trustee Coley joined the meeting.) A motion was made by Trustee Blank, seconded by President Klicko to approve the January 28, 2013 Special Meeting Minutes; three ayes carried.

The Payables Report from the General Fund for February, 2013 was approved in the amount of \$28,595.88 on a motion by Trustee Coley, seconded by Trustee Blank; three ayes carried.

The Treasurer's Report of the General Fund for February, 2013 was read by the Clerk. A motion to approve the report with a March 1, 2013 balance of \$34,436.98 was made by Trustee Blank, seconded by Trustee Coley; three ayes carried.

The Clerk read the Water Department Report. A motion was made by Trustee Coley, seconded by Trustee Blank to accept the Water Department Report and Payables from February 10, 2013 to March 11, 2013 with a balance of \$27,316.00 and \$574.59 in savings; three ayes carried.

The Clerk read the Sewer Department Report. The Sewer Report and Payables from February 10, 2013 to March 11, 2013 with a balance of \$28,436.65, \$71.69 in savings and WWTP has a balance of \$2,456.38 was approved by a motion of Trustee Blank, seconded by Trustee Coley; three ayes carried.

Resolution 2013-1 was read by the Clerk. Trustee Coley made a motion to approve Resolution 2013-1 authorizing Linda Churchill as Chief Election Inspector and Carlyn Bellows, Jeanette Conway and Sharon Rosenthal as Election Workers, seconded by Trustee Blank; three ayes carried.

Trustee Blank made a motion for the Village Clerk to attend the Annual League of Municipalities Meeting in Pewaukee, Wisconsin on April 11 and 12, 2013, seconded by Trustee Coley; three ayes carried.

President Klicko explained the Juneau County Sheriff's Department Agreement. This proposed Agreement is similar to MABAS. This is a generic form from the PSC to send out to all municipalities in Juneau County for approval. Trustee Blank made a motion to enter into an Agreement from January 1, 2013 with Juneau County, seconded by Trustee Coley; three ayes carried.

A date of April 24, 2013 was set for a Special Meeting to reconcile the 2012 Village Budget at 6:00 p.m.

President Klicko attended the Juneau County Economic Development Meeting in Mauston. Officials from Woodside Ranch were in attendance and gave a report on the number of tournaments they have scheduled. They are looking for any qualified umpires from the area and are looking for different organizations to have concession stands. He feels that there could be an advantage to someone in the Village performing some of the activities they are in need of. President Klicko said he would try to have a representative from Woodside Ranch come in to a Village or Economic Development Meeting.

Kurt Muchow of Vierbicher came to discuss the repairs needed at the Waste Water Plant and refinancing of the Sewer Loan. Under the current utility rates, the village would not be able to pay back the Water Utility and General Fund. By refinancing the Clean Water Fund Loan, Kurt checked with the Bank of Mauston and their rate with a 20 year repayment plan, the Village could repay the Water Utility \$84,000 and the Village General Fund \$38,000. The loan would allow for an additional \$130,000 worth of projects scheduled through 2015 including the Hwy. HH reconstruction project. The new debt service payments would be roughly \$3,400 less than they are now. This would also allow to start saving for equipment reserve fund. The Wastewater Treatment Plant needs to have the screen system at the head works replaced. The Comprehensive Plan approved by the Village Board states the necessary plans for the repairs. Kurt explained the proposed Professional Services Agreement with Vierbicher in the amount of \$11,950 to allow for various aspects of the project. President Klicko said this will save money in the future and allow for the repairs that need to be done. Trustee Blank made a motion to approve the Professional Services Agreement to refinance the sewer debt and do the sewer plant upgrade (\$11,950.00 from the sewer loan), seconded by Trustee Coley; three ayes carried.

President Klicko had met with Kurt Muchow of Vierbicher last week and discussed a Planning Grant Application for the Economic Development/Chamber of Commerce and will get some sample plans to use to show what needs to be put into the application. They also discussed the Industrial Park and creating a TIF District and getting Broadband with Charter. He is also looking at Frontier to see what kind of internet services they provide. Kurt and President Klicko also discussed the 2015 Hwy. HH project and whether there will be any funding from the state on that project. Also, President Klicko mentioned to Kurt about the Chart of Accounts for the Village and he said his municipality contracted with a CPA to set up their accounts. If this were done, the Clerk could provide a running balance of the accounts for each Village Board Meeting. President Klicko spoke with Deb Welch of Clifton Gunderson Larson and may have are some conflicts of interest as Deb is the auditor for the Village. Kurt will provide a list of CPA's that he is familiar with who could perform this for the Village Clerk.

President Klicko gave an update on the OSHA Program. A final inspection is going to be held on Friday, March 15, 2013. He is meeting with Erika Golden, EMT Director regarding the Bloodbourne Program on Wednesday, March 13 to discuss possibly combining the program for Steve and Rodney with the Fire Department so this may be done the same way each year.

President Klicko explained the Village Economic Development/Chamber Planning Grant. The Planning Commission needs to review the grant as they are to be involved in items such as this. Any recommendations will be brought back to the Village Board. There are no deadlines to meet on the Grant and the lady from the State said she would be able to assist in the application process. Kurt Muchow is going to get some examples from other communities to use as a template. The Planning Commission would make any recommendations and then bring it back to the Village Board. Trustee Blank asked if there is an amount limit on the grant. President Klicko said it is \$20,000 and is a 50/50 Grant. Trustee Blank said the amount on the application is \$25,000. Besides the application, other supplemental items to be included are Slum and Blight Elimination Planning, Community Wide Economic Development Planning or Business Promotion Planning or a combination of both. Trustee Blank made a motion to move forward with the Village Economic Development/Chamber Grant, seconded by Trustee Coley; three ayes carried.

Chief John Krus gave the monthly Fire Department Report. Chief Krus had some questions regarding the 2013 Fire Department Operating Budget namely the contract amounts. Trustee Blank said the amounts on the sheets are not listed correctly on the worksheet. The worksheet was drafted by President Klicko and distributed. John questioned that the Hepatitis B shots for all the fire department employees, he does not have a line item for that expense. In 2004, the Village paid for all the shots. This will be paid for out of the Fire Department Budget. The next Blood Drives will be April 6 and August 10,

2013. A thank you card was sent from the Phil Laridaen Family and also Reedsburg Ambulance sent a thank you and \$50 which was very nice of them. Chief Krus then gave the 2012 Annual Fire Department Report. (The report is on file.) This is a very detailed report listing the numbers of hours in Fire Department and EMS calls. The Volunteer Hours are 178 donating their time maintaining and washing the vehicles, cleaning the bays, taking trucks in for maintenance etc. The Firefighter of the Year Award was Ken Stuckrath, Chief's Award was Mark Baas, First Responder of the Year Award was Kristy Whaley and the EMS Chief's Award went to Larry Whaley. There were only minor injuries with the two large wild land fires. Chief Krus brought up the \$15,000 building payment with the 2013 Budget. This has always been included in the coming off the total line item budget. This is not included in the Fire Department. President Klicko said the worksheet does not reflect the payment. The Fire Department Operating Budget does allow for the \$15,000 payment. The worksheet that John was looking at was for the Town of Lyndon and Town of Kildare as they do not contribute to the building loan. Chief Krus said that Command 1 needed repairs for approximately \$1,000 and the Brush Truck needs some repair as the starter has been giving some problems along with a new battery.

The clerk read the Financial Report for the Fundraiser Account.

The clerk read the February 1, 2013 Operating Budget for the Fire Department. Trustee Blank made a motion to approve the income of \$27,430.79 and expenses of \$2,413.85 with a balance of \$57,091.92, seconded by Trustee Coley; three ayes carried.

Steve Klicko gave the monthly Streets and Utilities Report. The garage door openers were installed. There were some problems opening the door and the laser was clear. Trustee Blank had the same problem with his garage door opener on the same day. The tractor needed some radiator hoses replaced on it. For sewer, the lift station had the vacuum line plugged. Some sludge may have to be hauled to Elroy.

Trustee Coley said the Park Board is working on the Summer Youth Baseball Program. She discussed with Shane Fitzgerald about talking with Attorney Chiquoine. President Klicko will talk with Attorney Chiquoine to see when they can meet.

Linda Churchill said the Mauston Ambulance Association has the new building on Facebook.

Trustee Blank gave the Planning Commission Monthly Report. They are still working on the ATV/UTV Routes and also the Building Maintenance and Public Nuisance Ordinance.

Under new business, President Klicko said a new flag was donated to the Veteran's Park Memorial from Russ LaMarche of the Veteran's and Friends Cemetery Project. He also spoke with Tim Clisch from Endeavor Hardwoods regarding the sale of the Industrial Park Lands and is also willing to pay for a new survey of the lands he wishes to purchase from the Village.

There were no public comments.

A motion to adjourn was made by Trustee Blank, seconded by Trustee Coley; three ayes carried. Meeting was adjourned at 8:26 p.m.

Respectfully submitted,

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Lori J. Scully, Village Clerk