

VILLAGE OF LYNDON STATION

Board Meeting Minutes

December 9, 2013

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

A motion was made by Trustee Blank, seconded by Trustee Coley to approve the minutes of the Regular Board Meeting of November 11, 2013; three ayes carried. A motion was made by Trustee Blank, seconded by Trustee Coley to approve the Public Hearing Minutes held on November 7, 2013; three ayes carried.

The Payables Report from the General Fund for November, 2013 was read by the Clerk and approved in the amount of \$11,924.47 on a motion by Trustee Coley, seconded by Trustee Blank; three ayes carried.

The Treasurer's Report of the General Fund for November, 2013 was read by the Clerk. A motion to approve the report with a balance of \$120,624.75 as of December 1, 2013 was made by Trustee Blank, seconded by Trustee Coley; three ayes carried.

The Clerk read the Water Report prepared by the Utility Clerk. A motion was made by Trustee Coley, seconded by Trustee Blank to accept the Water Department Report and Payables from December 3, 2013 to December 8, 2013 with a balance of \$9,944.44 and \$114,090.26 in Water Savings; three ayes carried.

The Sewer Report was read by the Clerk. Trustee Coley questioned the Workhorse billing for the 2014 Annual Service Contract of \$875.00. The Sewer Report and Payables from December 3, 2013 to December 8, 2013 with a balance of \$10,841.55, \$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.

Under Public Comments, Rita Hall asked if there was a bill from Lemonweir Valley for the Veteran's Memorial.

Kurt Muchow from Vierbicher explained that he has not heard of any award by the State of Wisconsin for the Lyndon Station Development Planning Grant. Rita Hall asked if the Economic Development is going to take over the signs on Hwy. 82 and Hwy. HH. She said it is not fair for the taxpayers of the Village to have to pay for the lights. President Klicko said the Chamber talked about it and he will probably have to get a new quote for the light from 2012 on Hwy. HH sign. This was discussed at one of the Chamber meetings and he is not sure where it has gone from there. Rita said some of those signs need to be updated. One of the things brought up at the Chamber meeting was to have all the signs uniform.

Kurt Muchow explained the Hwy. HH process to take place for the project for 2016. Funding will include street lights and streetscape which is actually a bonus. The engineering will commence in December, 2013 and will be completed by the end of 2014. The Village needs to replace the existing water main and water services from Prospect Street to Rock Street. The project also includes replacement of some storm sewer inlets and miscellaneous repair to sanitary sewer manholes. The estimated cost for the Village infrastructure improvements from the 2012 Capital Improvements Plan was \$367,850 including construction and contingency. The Village will be responsible for the design and construction of the Village's infrastructure. The Juneau County Highway Department will be responsible for the design and construction of the roadway. The County's project scope will include

making enhancements in the downtown area including new street lights and streetscape. The Village's infrastructure improvements will be bid out and constructed as part of the WDOT project. The completion of the engineering plans will be submitted to WDOT by April, 2015. The Clerk asked where the funding is coming from. Kurt said the funding is 80% by the State and 20% by the County (with Ho-Chunk funding of 10%). The bonus for the Village is that they are not paying for the roadway. Trustee Blank asked about the sidewalk going to and by his mother's home. Trustee Coley asked Kurt if the Village Board may review the engineering plans prior to approval to WDOT. Trustee Blank made a motion to approve the Vierbicher Engineering Consulting Agreement for Hwy. HH for \$25,200.00, seconded by Trustee Coley; three ayes carried. (The President and Clerk signed the contract.)

Trustee Coley made a motion to approve the mileage expenses for Clerk Lori J. Scully in the amount of \$107.37, seconded by Trustee Blank, three ayes carried.

President Klicko said he has not had contact for about a month and one half but did receive a phone call from a law office representing Verizon in performing an ecological study of the soil and there is supposed to be lead in the soil and it has to be remediated before construction could start. Discussion is still continuing on a contract to be sent to the Village. Engineering costs are supposed to be paid for by Verizon for the soil samples.

President Klicko explained the quotes received from Mark Brockman Electric, LLC and Gray Electric for the lights outside the Village Hall. The price quotes were repairing the existing lights or replacing with new lights. The repairs on the existing lights would cost \$1,170.00. Trustee Coley made a motion to approve the replacement of the ten lights outside the village hall with two 72 Watt LED and eight 36 Watt LED new light fixtures not to exceed \$3,040.00 including disposal from Brockman Electric, LLC, seconded by Trustee Blank, three ayes carried.

Trustee Blank made a motion to replace six existing outside light fixtures at the Wastewater Treatment Plant with Brockman Electric, LLC with premium 36 Watt LED Wall packs (\$285.00 per fixture) for \$1,710.00, seconded by Trustee Coley; three ayes carried. (Repairs on old lights would be \$975.00.)

Discussion took place regarding the current contract work at the Wastewater Treatment Plant. A motion was made by Trustee Coley to approve a partial payment to Winona Mechanical, Inc. for the screen replacement at the Wastewater Treatment Plan, seconded by Trustee Blank; three ayes carried.

The Clerk explained the 2013 Fire Call Billings for the Interstate Statements and their status. The Clerk submitted to the Board the \$25.00 per incident billings for 2013 totaling \$175.00. This issue was tabled to the end of the meeting in Closed Session.

Trustee Blank made a motion to approve the Building Inspection Fees for Wally Hoehn for \$200.00, seconded by Trustee Coley; three ayes carried.

The Clerk read the Fire Department Financial Report prepared by Kristi Whaley. Trustee Blank questioned the expenditure of \$535.00 for TMC Improvement for asbestos for house burn and what it would be for. Discussion took place regarding the charges. The Clerk will have the Fire Chief clarify the charges.

The Fire Department Operating Budget was read by the Clerk. The November 1 through November 30, 2013 income was \$0.00 and expenses were \$248.29 with 2013 income of \$52,618.38 and expenses of \$37,609.45 and an Operating Balance of \$15,008.93 was approved on a motion by Trustee Coley, seconded by Trustee Blank; three ayes carried.

A motion was made by Trustee Blank to approve the transfer of \$1,117.50 from the Recycling Fund to the General Fund to pay for the fence, seconded by Trustee Coley; three ayes carried.

The Clerk explained the request for copies of tax bills (prior to sending to property owner). President Klicko explained the statutory requirements and to come up with a policy for the future.

Steve Klicko gave the monthly Streets and Utility Report. Steve said the work at the treatment plan is going slow because of the damages they did with the electric with their backhoe. There were problems getting the water line into the screen room. The door and water line was installed. President Klicko said we should check with Winona to see if they were coming down soon and repair the exposed wires as Brockman Electric could repair this for Winona. Steve said the starter on the pumps shorted out because of their error. Steve got the contract for the 2014 Cross Connection Contract for two years. Trustee Blank made a motion to approve the 2014-2015 Cross Connection Contract (with Hydro Designs) for January 1, 2014 through December 31, 2015 for \$1,284.00 per year (\$2,568.00), seconded by Trustee Coley; three ayes carried.

Trustee Coley gave an update on the Park Board. There is nothing new to report on the process. The sand around the playground needs to be replaced. Discussion took place on exploring other options rather than sand.

There was nothing to report for the Ambulance Report.

Trustee Blank said the Planning Commission has no updates.

Under new business, President Klicko said the Board needs to revisit the Village Finances and to update the Capital Improvement Plan. The checks from the land purchase to Endeavor Hardwoods were received by the Village. The Clerk explained the differences between the accounts and the interest rates. President Klicko said the purchase money should go into the highest paying interest which the Clerk already did deposit. Trustee Blank asked when Village Caucus was in January. This will be on the January agenda.

Trustee Blank made a motion to go into Closed Session per State Statute Chapter 19.85(1) (c): Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility, seconded by Trustee Coley; three ayes carried. Roll Call: President Klicko, yes; Trustee Coley, yes; Trustee Blank, yes. Closed Session followed.

A motion was made by Trustee Coley to go into Open Session, seconded by Trustee Blank; three ayes carried. Roll Call: President Klicko, yes; Trustee Coley, yes; Trustee Blank, yes. Open Session followed.

Trustee Coley made a motion to approve Taylor Zawacki-Avanzo as a firefighter with one year probation, seconded by President Klicko; three ayes carried.

A motion was made by Trustee Blank to approve paying for seven interstate billings at \$25.00 each for a total of \$175.00 to Clerk Lori J. Scully for the 2013 Interstate Calls with a stipulation that this is a one - time payment for 2013 and the previous raise given was to be included in her job description, seconded by Trustee Coley; three ayes carried.

A motion to adjourn was made by Trustee Coley, seconded by Trustee Blank; three ayes carried.

Meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Lori J. Scully, Village Clerk