

VILLAGE OF LYNDON STATION

Board Meeting Minutes

March 10, 2014

(Wisconsin Department of Revenue requires that all funds for volunteer fire departments, rescue squads, and other first responders be held by municipalities with bondable public officials.

The Clerk is responsible for maintaining a ledger of all town funds, including the fire department's money. If the clerk does not comply, he or she is subject to possible prosecution.

Wis. Stat. sec. 66.0608 which was enacted as part of 2001 Wis. Act 16. Section 66.0608 allows municipalities to enact an ordinance that authorizes municipal fire, emergency medical technician, and first responder volunteer funds to be maintained in a public depository in a separate account in the department's name, and gives the department exclusive control over the expenditure of the funds.

The law makes it clear that even if such an ordinance is enacted, volunteer funds remain the municipality's property until disbursed. Sec. 66.0608(4), Stats.

League of WI Municipalities

(State Trunk Highway Fire Call Claim program

Wisconsin law provides a mechanism for **local governments** to recover up to \$500 of their costs for responding to fire calls on highways maintained by the state. This mechanism is intended to provide relief for those situations when fire services are required on the state highway right-of-way and the local government responsible for providing the service is unable to recover the costs for that service from the party receiving the service, or when the responsible party is unknown.

Eligibility

A **town** served by any type of fire department, a **village** served by a volunteer fire department, or a **city** served by a combination of paid and volunteer fire department is eligible for reimbursement for responding to calls for emergency fire services on highways under the state's jurisdiction.

Eligible highways include all state trunk highways, US highways and the Interstate system. One exception is a connecting highway under the maintenance responsibility of a city or village.)

Wisconsin DOT Website

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, Steve Klicko from Public Works and Fire Chief Larry Whaley. Citizens present as per the sign in sheet.

A motion was made by Trustee Coley, seconded by Trustee Blank to approve the minutes of the Special Board Meeting of March 6, 2014; three ayes carried. A motion was made by Trustee Blank, seconded by Trustee Coley to approve the Regular Meeting Minutes of February 10, 2014 with the two corrections made; three ayes carried.

The Payables Report from the General Fund for February, 2014 was read by the Clerk and approved in the amount of \$30,325.03 on a motion by Trustee Coley, seconded by Trustee Blank; three ayes carried.

The Treasurer's Report of the General Fund for February, 2014 was read by the Clerk. A motion to approve the report with a balance of \$40,605.37 as of March 1, 2014 was made by Trustee Blank, seconded by Trustee Coley; three ayes carried.

The Clerk distributed account balances for all departments within the Village to the Board members and explained all of costs within the budget items.

The Clerk read the Water Report as 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 February 12, 2014 to March 9, 2014 with a balance of \$8,477.63 and \$114,090.26 in Water Savings; three ayes carried.

The Sewer Report was read by the Clerk prepared by the Utility Clerk. The Sewer Report and Payables from February 12, 2014 to March 9, 2014 with Check #3753 to Muchow Heating and Air Conditioning voided as this will be paid for with the 2013 Sewer Loan, with a corrected balance of \$13,655.90 and another withdrawal for Spee-Dee Delivery for the sewer samples in the amount of \$111.44, the new balance being \$13,544.46, with balance in WWTP of \$2,456.38 and \$71.69 in Savings was approved by a motion of Trustee Blank, seconded by Trustee Coley; three ayes carried.

Under Public Comment, Rita Hall asked about who is going to collect the money for the light on Hwy. 82 and Hwy. HH. President Klicko said the Chamber is discussing that sign and that it may be taken down.

President Klicko discussed the goals of the Village. There are two major projects within the Village. One is refinancing the Sewer Loan to make repairs at the WWTP. Repairs must be made before this can be finalized with pumping the tank. The other project is the Hwy. HH Project. A hopeful 80/20 division is possible with 20% paid for by the Village. The Village needs to be more focused on their spending. Vehicle replacements, building repairs and street repairs required are a few items that must be addressed. A new snowplow must be purchased and also a new tractor. Along with the Economic Growth for the Village, there are a number of items needed to spruce up the Village. Costs must be cut such as lighting, heating etc. in order to accomplish financial goals.

President Klicko said that all departments will not be increased in budget as there is no way to bring in extra funds. Cutting costs is a must.

Chief Greg Jessen would like to have a Police Grant in the amount of \$4,000. He would like to purchase a speed sign from Decker for \$4,285.00. This would have \$285.00 from his 2014 Police Budget. Trustee Blank asked if he has enough funds to cover this within his current budget. Discussion took

place regarding the 2013 Budget funds and the sign. President Klicko will talk with Chief Jessen regarding the time line on the grant.

A motion was made by Trustee Blank to have the Village Clerk attend the 5th Annual League of Municipalities Insurance Meeting in Wisconsin Dells and reimburse her for mileage, seconded by Trustee Coley; three ayes carried.

Discussion took place regarding the ATV Route within the Village. Trustee Coley made a motion to approve the All-Terrain Ordinance (ATV) as drafted, seconded by Trustee Blank; three ayes carried.

A date was set for April 14, 2014 at 6:30 p.m. for the Public Hearing for the ATV Ordinance.

Trustee Blank said he has not heard anything back from Madison DNR regarding the amendments to the Flood Plain Ordinance. The clerk said the amendments were sent in to the DNR right after they were approved by the Village Board following a public hearing held. Trustee Blank will follow up with Gary Henrichs at the DNR.

President Klicko gave an update on the CDBG Grant. Joanna Storm, a Grant Specialist from DOA has been assigned to the Village Grant.

President Klicko said he would like to see a Parkfest Committee put together from various groups within the Village. Trustee Coley asked who is doing the bickering. President Klicko said he would like to see things done differently. He would like to see a startup fee from the previous year. Discussion took place with Shane Fitzgerald and the board members and explained what needs to be accomplished. Shane said groups have been established in the past and he is not aware of any financial startup money. President Klicko said he would like to suggest a more community event and he is trying to eliminate any issues. Trustee Coley said they have looked for other people to get involved and then they walk away. She continued to say that they have tried to have younger people involved. Shane Fitzgerald said he welcomes all people to be involved at their meetings and will let the people know and will post when the meetings happen at Miller's, Village Hall and the Bank of Mauston. President Klicko said to contact the churches and the 4-H to be involved.

President Klicko said the Village needs to get quotes on a new snowplow and wants to get input from the rest of the Village Board. A loan needs to be in place to be able to put that on the debt service portion of the levy. The Village Board is in agreement to get prices and to acquire financing and that is when we approve items.

Steve Klicko gave the Streets and Utilities Report. In response to running water, he said he had a call that someone froze up on Friday night. Wisconsin Dells is coming to try to thaw out lines. The sludge line to the tank in the wastewater plant froze up on Saturday. He hasn't figured out how to get it thawed out yet. The truck was taken out to get the oil pan repaired. It will be approximately \$1,200.00 or \$1,300.00 to get the exhaust repaired. The people to fix the pumps will be here on Thursday morning. Steve has already coordinated with Castle Rock Sanitation to pump out the tank, Gray Electric will be here to run the wires that were damaged and the people that actually do the pumps will be L.W. Allen from Madison. Discussion took place regarding gravel or dirt to have covered over that area. Steve said he is receiving emails and phone calls regarding reading the meters because of the mandated of running water and will start to read the meters April 1, 2014. This should take Steve a week or so. President Klicko said he wants to have Workhorse Staff come down and work with Rachel so that the bills are adjusted correctly. When the bills do finally come out, they will not be on time, but you will have twenty days from when they are mailed out.

President Klicko gave the Clerk a letter to read from the Mauston School District to thank the Village for when the water at the school froze and school had to be closed for one day. Steve Klicko was commended for his hard work in restoring water to the school. (This letter is on file.)

Fire Chief Whaley said they have four new First Responders and will be starting their schooling shortly. A new fire school will be starting shortly with six or eight people attending. They have been focusing on personal protection gear. A "Man Saver" was purchased to go over the steering wheel should the air bag not deploy in an accident. There were 58 calls in 98 days and have been very, very busy with three tragedies two days in a row. A debriefing took place with Mauston Ambulance. A Wisconsin DNR Training Seminar was held with an expended 25 or 30 people and 85 were in attendance. Chief Whaley read the Fire and Rescue Monthly Financial Report for February, 2014.

The Clerk read the February, 2014 Operating Budget Report. A motion to accept the Operating Budget Report with an ending balance of \$43,204.44 (without the Village Apportionment) was made by Trustee Coley, seconded by Trustee Blank; three ayes carried.

President Klicko reviewed the February 10, 2014 Fire Department items. What the Village Board discussed was getting the SOP's updated with regard to personal vehicles. Also discussion took place regarding the Fundraiser Account to not be used as a slush fund and should be used for major purchases not able to be allowed in the Operating Budget. An Ordinance is established for the Fundraiser Account. Food for a fire should come out of the Operating Budget. The Fundraiser Account should be used for major purchases of fire equipment and vehicles that cannot be afforded from the Operating Budget. Chief Whaley said his Operating Budget will be gone by early fall and will have to use the Fundraiser Account money to operate on. President Klicko said by using the Fundraiser Account for Operating Budget purchases and that is the whole reason the Ordinance was set up. He knows that, this is not me (President Klicko) that he is just trying to do things the legal way. The other thing is that the amount that is kept in the (Fundraiser) account should be earmarked for certain things and not supposed to carry over a huge amount from year to year. Assistant Chief Troy Madland asked how to use it for major expenses. President Klicko said the Fire Department needs to show anticipated purchases. The Fire Department needs to set up a separate account for a truck fund or something that they need in the future. Chief Whaley said he is a little reluctant to set up an account like that so that it is used for something else. The Clerk, Village President and Fire Chief would all have to be listed on the account. Chief Whaley thought the Interstate Account was set up for fire truck replacement. President Klicko said the Interstate Account is not in addition to the Fire Department Operating Budget. Trustee Coley said this does not have to be discussed again. President Klicko said the Interstate money is going towards the hydrant charges that are high. Trustee Coley said the Fundraiser Ordinance does say that a designation of funds has to be established and said to set up a vehicle replacement fund with some of the Fundraiser Funds. This account will not be used for anything else. The Village Board and the Clerk explained about the excess in donated funds. Discussion took place regarding the future items that need to be done within the Village. Another items discussed (at the March 10, 2014 Village Meeting) was that the Fire Department cannot bill out anything. Fire Chief Whaley said he was not aware that they couldn't bill for items destroyed during a fire. President Klicko said it could be turned into insurance but cannot bill for items destroyed in a fire call. Fire Chief Whaley said it may have been his mistake but as he was told in the past and that may have changed that it was included in the Fire Department contracts that items destroyed during a fire was the homeowners responsibility. President Klicko said he didn't think it was ever included in any of the contracts. Discussion took place on replacing equipment on the fire contracts and replacing damaged equipment at fires. President Klicko said the number of injuries have gone up in the past few years. Fire Chief Whaley said he is focusing on personal safety within the department.

Shane Fitzgerald gave the Park Board Report. The Park and Rec will be in place for 2014 and should be approximately \$20.00 per child. He would like to get quotes for replacing the sand or something else at

the park. Shane spoke with Rob Nelson at the City of Mauston about their parks and what has worked and what hasn't worked. He will follow up with Rob. Shane said he has not heard from the lawyer lately regarding the tax exempt process. President Klicko would like to see the Park Board get that as soon as possible for their protection. Shane said some repairs that need to be done at the Park such as lights fixtures. The Park is in pretty good shape. Discussion took place regarding the future funding. Trustee Coley brought up the Hwy. HH project. President Klicko said that if there was extra lighting with the downtown beautification, perhaps the Hwy. HH project and maybe something can be done to enhance the entrance to the Park. Discussion took place regarding the purchasing of items before the Hwy. HH project. Trustee Coley said fundraising could be done in the direction of beautification with help for the playground equipment and having it torn up all at once when the Hwy. HH project takes place.

Linda Churchill said she will have more to report for the Ambulance Report next month.

The Planning Commission Report was given by Trustee Blank. The Commission met and finalized the ATV Ordinance and the Sign Ordinance. President Klicko said the Planning Commission is meeting before the end of the month and will have the final draft of the Sign Ordinance to the members to approve. This will be on the agenda for the next Regular Village Board Meeting for April 14, 2014. President Klicko said the Planning Commission will still be working on the Building Ordinance.

Under New Business, President Klicko said the Board will be working with Lamar Sign from Janesville for the sign on Village property by Koval Road. The Clerk explained the situation with the rents, etc. President Klicko informed the Board of a "Volunteer Form" that the Clerk received and could be used by the Village. President Klicko also explained an issue with Verizon on the lease of the water tower. He read a letter from Nathan Ward representing Verizon. (The letter is on file.) Attorney Steve Chiquoine has been informed of this matter. The issue now is the location by the water tower. Discussion. Once the plan is reviewed, the agreement will be sent to Vierbicher. Trustee Blank had concerns about the height of the retaining wall and the ports in the water tower. President Klicko will follow up with Attorney Steve Chiquoine. President Klicko brought up the Hwy. HH project that they are in the process of surveying by MSA. He explained the issues concerning the Village including the area for Parkfest. A bill was received from Vierbicher for the Hwy. HH project and the Village will have to pay the bill before grant funding is disbursed. The Village will be reimbursed. Discussion took place concerning the closing of Lyndon Elementary School.

Trustee Blank made a motion to go into Closed Session per State Statute 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, seconded by Trustee Coley; three ayes carried. Roll Call: President Klicko, yes; Trustee Coley, yes; Trustee Blank, yes.

A motion to adjourn was made by Trustee Coley, seconded by Trustee Blank; three ayes carried. Meeting was adjourned at 9:42 p.m.

Respectfully submitted,

Lori J. Scully, Village Clerk