

VILLAGE OF LYNDON STATION
Special Board Meeting Minutes
January 5, 2015

The meeting was called to order by 6 30 p.m. 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.

The purpose of the meeting was to discuss the Financial Portion of the Annual CMAR Report for the Department of Natural Resources. Steve Klicko explained that the routine maintenance at the WWTP is fifteen years old. The Village was supposed to be putting money (in savings) to cover the costs of the repairs. The current costs are more than the income taken in. The last 3% raise is approximately \$3,500 to \$3,600 per year. A lengthy discussion took place regarding the new improvements. The Equipment Replacement Fund at the DNR should have \$27,750. There is less than \$2,500 in the account now. A total of \$1,850 is required each year to be deposited in that replacement fund. A lengthy discussion took place of where the funds are going to come from. Steve explained the operation of the WWTP in detail.

Discussion took place regarding the extension of water and sewer to those currently not on the Village water and sewer and how that could be funded through bonding for the residents to be added to (water) sewer. Discussion took place regarding a Budget review for the sewer accounts. The costs for that are unknown.

A discussion took place regarding when the Village could raise the sewer rates. The sewer account is still behind by many years of not being raised.

Recommendations for the report are a 3% raise in 2015 to cover the \$1,850 per year in sewer, adding properties not currently hooked up to sewer as determined by the Board (depending on costs), a budget review, borrowing \$28,000 from the bank to put in the \$1,850 original costs to get the \$27,750 in the equipment replacement fund.

Discussion took place regarding establishing a Sewer Budget where the utility clerk can show the items purchased and paid for broken down by supplies, wages, sludge hauling fees, etc. President Klicko said some changes have to be made to the Water Dept. if they owe or the minimum amount to be paid. The PSC said there are guidelines to be followed.

Discussion took place regarding the future financing by the Board. The life of the WWTP was to be 20 years and the \$1,850 per year to be put in an account (should now be \$27,250) to make repairs.

A motion was made by President Klicko to approve the CMAR Financial Report for the DNR concerning the sewer per the Board conversations of our plan to move forward; seconded by Trustee Blank; three ayes carried. Steve will include those recommendations on the report by 1/31/2015.

Trustee Blank made a motion to adjourn, seconded by Trustee Coley; three ayes carried. Meeting adjourned at 7:57 p.m.

Respectfully submitted,

Lori J. Scully, Village Clerk

VILLAGE OF LYNDON STATION
Regular Board Meeting Minutes
January 12, 2015

The January 12, 2015 Regularly 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.

Trustee Blank made a motion to approve the December 8, 2014 Regular Board Meeting Minutes, seconded by Trustee Coley; three ayes carried. Trustee Blank made a motion to approve the Special Board Meeting Minutes as corrected of December 18, 2014 seconded by Trustee Coley; three ayes carried.

The Payables Report from the General Fund for December, 2014 was read by the Clerk and approved in the amount of \$106,514.05 on a motion by Trustee Coley, seconded by Trustee Blank; three ayes carried.

The Treasurer's Report of the General Fund for December, 2014 was read by the Clerk. A motion to approve the report with a balance of \$15,023.74 as of January 1, 2015 was made by Trustee Blank, seconded by Trustee Coley; three ayes carried.

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 for December, 2014 with a balance of -\$11,810.21, three ayes carried.

The Sewer Report was read by the Clerk as prepared by the Utility Clerk for December, 2014. Trustee Blank made a motion to accept the report with an ending balance of \$8,579.85, seconded by Trustee Coley; three ayes carried.

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 for January, 2015 with a balance of \$16,231.29 as corrected by the Clerk (\$147.00); and \$119,288.60 in Water Savings, three ayes carried.

The Clerk read the Sewer Report as prepared by the Utility Clerk for January, 2015. A motion was made by Trustee Blank, seconded by Trustee Coley to approve the report with an ending balance of \$6,881.03, WWTP \$6,156.38 and Sewer Savings of \$71.69; three ayes carried.

Under Public Comments, Rita Hall asked when the light on Washington Street is going to be fixed as she told the Board this in December and the light is still out. President Klicko told Steve Klicko to get it reported and repaired.

Steve Tremlett from MSA gave a presentation to the Board regarding the Final Draft of the Economic Development Plan. A Public Hearing will be held on January 29, 2015 at 6:30 p.m. to explain to the public in detail the findings from the surveys that were hand delivered to the Lyndon Station Businesses. He suggested that the Board appoint an Economic Development Committee to make recommendations from the plan. The Committee could meet quarterly and work with the Board on certain projects. A welcome packet could be established for those new to the community. The Chamber of Commerce and Businesses could be on top of the Village website showing promotions. Creating a TIF District was explained. Mr. Tremlett presented posters showing the 2016/2017 Hwy. HH Downtown Reconstruction

Project, Reinvestment Opportunity Areas, Parking Issues and Wetland Delineation in the Industrial Park to name a few. He also explained Marketing and Events. Senior Apartments and Grocery Stores are of great importance. Mountain Biking is also a huge draw and fast food. More will be explained in full at the Public Hearing. The entire plan will be completed and put on the web site for the Village for the public to view. Many questions were asked and answered by Mr. Tremlett. The Board would want to emphasize the importance of public input at the Public Hearing. (Paper copies are available at Village Hall to be read in house.)

Georgene Rasmussen asked the Village Board if their road could be blacktopped or improved to their home. President Klicko said that the Village is limited in funds and there are many streets that need improvement. Currently, the Board looks at how much travel is on a street, the condition and the funding for a street project. The Board will take it under advisement. Georgene said the road is dirt and in horrible shape. President Klicko said they will get some quotes on the street and bring it to the Board.

Trustee Coley made a motion to approve an Operator's License for Cassie Ilgen at Mac's Stumble Out Pub, seconded by Trustee Blank; three ayes carried.

Dean Fish spoke to the Board regarding his 2014 special assessments of his mobile home park and that he would like to sit down with Rachel and get the correct amount to be paid resolved. President Klicko said to contact Rachel with her schedule this week so they can meet before taxes are due the end of the January, 2015.

Discussion took place of the mileage for Steve Klicko. A motion was made by Trustee Blank to approve Mileage and Supplies reimbursement of \$113.84, seconded by Trustee Coley; three ayes carried.

The Flood Plain Ordinance was discussed. The 2014 Flood Plain Ordinance was not passed. This will be placed on the February agenda. This will be the Insurance Program.

Discussion took place replacing the Public Works Computer. Trustee Coley said Dell would be more expensive as this included the software programs. Trustee Blank said the prices for Dell were almost identical which included Microsoft Office and Windows. President Klicko said to get all the information compiled. No action was taken.

Auction items are to be at the red shed. Photos will be taken and prospective buyers could arrange a time to view those items for sale. Craigslist will be showing the items. Department heads need to contact President Klicko so the items can be put on line for sale.

Steve Klicko gave the Streets and Utilities Report. Winona Mechanical was sent photos of the new door at the WWRP as it is still not repaired. Screens at the sewer plant had adjustments made from the original contract. Steve explained what was still incorrect at the Sewer Plant. President Klicko said documentation must be made regarding the operation and Steve needs to contact Vierbicher (every day if necessary). The door is still under warranty. President Klicko said the loan needs to be closed and have everything operational at the sewer plant before it is finalized. The hydrant at the Fire Hall is leaking and Fire Chief Larry Whaley wants it capped off. Steve said three people were sent the Snow Ordinances. In the future, Steve will give the information of the violations and the clerk will send the letters. Everyone needs to be sent letters who are in violation, not just a few individuals.

The Clerk read the Fire Department Financial Report.

The Clerk read the December, 2014 Operating Report. The January 1, 2015 balance of \$2,051.54 was approved by Trustee Coley, seconded by Trustee Blank; three ayes carried. The remaining balance is to be applied towards Fire Department Vehicle Replacement and will be approved later.

Trustee Coley said she emailed Attorney Steve Chiquoine regarding what the process is for the Park Board. The expenses for this will be paid for by the Park Board.

The clerk reported that she received an email this afternoon that the Ambulance Association was meeting at 4:00 p.m. today to discuss wages.

There was no meeting held for the Planning Commission.

Under New Business, President Klicko will address the Floodplain Ordinance. Village Caucus meets on January 19, 2015 at 7:00 p.m. A Special Board Meeting will be held on January 22, 2015 to meet with Department Heads and the Public to discuss present and future financial issues. The clerk explained that the appointment of the Bank, Attorney and Fire Chief will be done in April after election when the new officials take office.

A motion to adjourn was made by Trustee Blank , seconded by Trustee Coley; three ayes carried. Meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Lori J. Scully, Village Clerk