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VILLAGE BOARD MINUTES  
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**Call Meeting to Order; Pledge of Allegiance**

**Clerk Treasurer Suhm verified the meeting was posted according to law.**

**Roll Call:**

President Timms called the meeting to order at 6:30 p.m.

Present: President Timms, Trustees Fred Douglass, Forty Renucci, Scott Seager, Dusty Stanford and Ann Zess

Excused: Trustee Linda Kaplan

Others: Chief Boyes, DPW Miller, Clerk-Treasurer Suhm, Deputy Treasurer Spaight, Attorney Gray

**Citizen Participation**

Nina Stefaniak, Director of Bright Beginnings Daycare located at 2541 Main Street, expressed concerns about the proximity of the proposed archery range to the daycare and its playground with no barrier. She also stated she did not receive the mailing regarding the agenda item, likely due to not using their PO Box for the mailing and asked that it be noted for future communication.

**Consent Agenda**

(One motion and second will approve all of the following items. Any item may be pulled from the list and voted on separately.)

- 1. Approval of Minutes – October 19, 2015**
- 2. Consider Approval of Special Events – Application for Chamber of Commerce Santa on the Square, Dec. 5, 6 - 8 pm contingent upon receipt of balance of fees**
- 3. Consider approval of lease assignment of Hangar S-5 from Dan Kallay to William Tromblay.**

Motion by Trustee Stanford, second by Trustee Douglass to approve the consent agenda.  
Motion carried with Trustee Zess abstaining from the minutes.

**2015 Budget Presentation**

Clerk-Treasurer Suhm presented the 2016 Budget to the Board and audience.

**Public Hearing on 2015 Budget**

Village Resident, Bernie Rivers of 2007 Emery Street had questions and comments related to the budget:

- He had observed Village Board wages increased by \$2,700 and questioned the reason for this. Deputy Treasurer Spaight explained it was due to the extra wages for the Village President's special projects role being a full year in 2016 year and partial year in 2015.

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- He further questioned what the ordinance stated for the Village President wages and if it should be under village board wages since he felt the additional special projects were more related to economic development.
- He questioned why there was an increase in general administration wages. Clerk-Treasurer Suhm explained the increase was due to the payroll and benefits position going from 12 hours a week to 25 hours a week with the new hire in 2015.
- He questioned the health insurance increase and if the Board has been looking into other plans. Clerk-Treasurer Suhm explained there had been modifications to the plan the last several years to deal with increases.
- He inquired whether the baseball fees charged to outside organizations were covering the expenses related to their field use. He stated the village taxpayers should not be paying for residents of other municipalities' use of the fields. It was explained the fees were increased in 2015 and the baseball organization is performing more responsibilities such as clean up, etc. in order to cover their expenses.
- He asked for an explanation as to why the capital for parks indicated a decrease of \$250,000. Deputy Treasurer Spaight explained a project was budgeted for with fund balance dollars in 2015, but the project was not completed.
- He expressed concern the airport levy from general taxpayers increased to a total of \$61,000 and questioned what the increase was for and how many Village taxpayers are utilizing the airport. Discussed that the increase was due to capital projects which include furnaces and repaving projects.
- He questioned whether the proposed capital project for a sidewalk from West Street to Gus's on Highway ES should be assessed to property owners. DPW Miller explained the Village does not charge owners for a new sidewalk installation. If an existing sidewalk is repaired the cost is shared 50/50 between the Village and property owner.
- He questioned if the pavilion at Playmore Park was a good idea. He explained he has concerns parents will sit in the pavilion while children played unattended at the playground.

With no other comments or questions from the public, President Timms closed the public hearing at 7:04 p.m.

**Miscellaneous Business**

**1. Ordinance 2015-07 – 2015 Budget**

Motion by Trustee Stanford, second by Trustee Douglass to approve Ordinance 2015-07.  
Motion carried 5-1 with Trustee Zess voting no.

**2. Consideration of budget deadline for requests from other entities/districts**

Clerk-Treasurer Suhm explained to the Board the memo she provided with a recommendation for a September 15 deadline was simply a deadline for a projected amount of the request from other entities or districts. According to the Emergency Services contract they do not have to submit a finalized budget request to the Village until October 1.

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Deputy Treasurer Spaight explained she does provide a budget timeline to outside entities each year and she can include the September 15 date to provide a projection to the Village.

Motion by Trustee Stanford, second by Trustee Seager to approve requesting projections from outside entities/district by September 15. Motion carried.

**3. Discussion/Consideration of harassment training (Stanford)**

Trustee Stanford discussed harassment training he has gone through for his employers. He explained he feels it is important that everybody, including the Village Board, go through the training so they understand what it is and how to protect the Village. He discussed this with Attorney Gray previously who, he stated, felt it was a good idea.

President Timms further explained Clerk-Treasurer Suhm had found a web-based program and they are looking to the Board to make it a requirement for all employees and elected officials. The training would not include the police department, which has conducted their own harassment training program.

Clerk-Treasurer Suhm asked for clarification as to whether this requirement included the seasonal park and recreation employees explaining many are away at college and work sporadically. It was agreed this category of employee would be excluded from the training requirement.

Motion by Trustee Stanford, second by President Timms to require harassment training for paid employees including full time, permanent part-time and the Village Board. The Course(s) shall not exceed \$400, and the police department can maintain program they have in place currently.

Motion by President Timms to amend the motion that the training be required or an employee will be suspended. Upon further discussion he withdrew his amendment.

Motion carried.

**4. Consideration of grant and funding for archery range as well as timeline of project (Stanford)**

Trustee Stanford explained he had misunderstood some of the information he originally provided to the Board regarding the grant for the proposed archery range. It is not paid at 100%, but rather 50% and it is offered every other year. The next year it is offered will be November 2016.

The Board discussed concerns related to the archery range placement and safety issues raised during Citizen Participation. Trustee Stanford distributed an article regarding archer range safety and asked Steve Harmeyer (of Steve's Archer), W4203 Highway 20, to

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discuss this topic with the Board. He explained from his experience there is minimal risk. He stated he understood the concerns of the daycare, but he found it highly unlikely there would be an issue. He further explained there are ways to reduce that risk such as installing a wall. He also explained it is ideal to have shooting for a range face north, but that had been adjusted to west due to concerns regarding the neighboring properties.

Trustee Stanford distributed an estimate of what an archery range should cost. The total estimate (not taking potential grant funding into consideration) was \$29,400.

Trustee Zess expressed concerns regarding the daycare on the neighboring property and stated the property could be used for something like a soccer field.

Trustee Seager stated he used his range finder to determine the shooting range was 70 yards from the fence of the daycare. He explained he is an experienced archer and feels an arrow can travel 70 yards. He suggested a wall, lean-to or small structure would be a good idea. Further discussion included the potential for an arrow ballistic netting. Steve Harmeyer explained you can see through it, but it does not allow an arrow to pass through. Trustee Renucci asked for information regarding the life span of this product and any other costs associated such as whether or not it needs to be taken down in the winter.

Consensus of the Board was it would not be able to make any decision until they have more information on the pricing and safety features discussed. It will be brought back to the Board after more information is available.

**5. Discussion/Consideration of County's request to transfer ownership of Highway ES from Townline Road to Hwy 20 from the County to the Village (Timms)**

President Timms presented an offer from the County for the Village to take ownership of Highway ES. They have presented a draft agreement indicating the County would pay the Village \$762,000 on January 1, 2017, to fund repaving the traffic area from West Street to Highway 20. In addition, the Village would receive state aid of approximately \$6,000-\$7,000. The Board expressed numerous concerns including:

- The cost of maintaining this section of the highway
- Increasing the mileage of road the Village is responsible for significantly
- The amount offered not being enough to pay for repaving. DPW Miller explained it is not the same as Mill Street, which was a total reconstruction. This project would be milling out and replacing a portion.

President Timms explained other municipalities in Walworth County have opted to take ownership of some of the County Highways as well. He also reminded the Board of the encroachment issues in the County right-of-way on the Square. Consensus of the Board was they did not see this to be financially advantageous and did not wish to proceed. No action was taken.

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**Ordinances & Resolutions**

**1. Resolution 2015-11 Final Resolution Mill Street Phase 2 Special Assessments**

Motion by Trustee Stanford, second by Trustee Renucci to approve Resolution 2015-11.  
Motion carried.

**Reports**

- 1. DPW Director's Summary – 3<sup>rd</sup> Quarter 2015** – DPW Miller fielded questions regarding the AWOS system and street sweeper. He explained the AWOS phone line had been installed that day and was very close to being operable. The street sweeper needed a new blower system and there was a machining issue with the box. Once these issues are resolved he plans to sell the old street sweeper.

**Closed session**

**Adjourn to closed session pursuant to Wis. Stats. 19.85(1)(c) to consider employment, compensation or performance evaluation data of any public employee which the governmental body exercises responsibility and 19.85(1)(f) Considering medical, social, personal histories or preliminary consideration of specific personnel problems (Administration, DPW, Police) and 19.85(1)(g) to confer with legal counsel regarding potential litigation it is likely to become involved (Open Police Investigation)**

Motion by President Timms, second by Trustee Stanford to adjourn to closed session pursuant to Wis Stats.19.85(1)(c), 19.85(1)(f) and 19.85(1)(g) . Motion carried on a roll-call vote at 8:03 p.m.

**Reconvene in Open Session**

**Possible action on closed session matters**

No action taken.

**Adjourn**

Motion by Trustee Stanford, second by President Timms to adjourn at 9:18 p.m. Motion carried.

Respectfully Submitted,

Eileen Suhm  
Clerk-Treasurer