

## Village Board Meeting

Wednesday, January 20, 2021

6:00 p.m.

Members Present: Tom Davies, Orv Damrau, Steve Fritz, Al Tessmann, Adam Raabe, Gary Wolf, Kendra Schiefelbein via video

Others Present: Dan Mahoney, Emily Ley, Karen Swanson, Steve Kunst, Anton Anday, John Pugh – Civic Plus via video

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
2. MINUTES
  - ✓ **Ms. Schiefelbein moved to approve the minutes of the meetings of December 16, 2020 and January 7, 2021 as printed. Mr. Fritz seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE BOARD  
None.
4. CORRESPONDENCE  
Mr. Davies referred to the Portage County Library Director's monthly report, copy attached.
5. VOUCHERS
  - ✓ **Mr. Damrau moved to approve the vouchers as listed. Mr. Tessmann seconded and the motion carried.**
6. RESOLUTION 1-2-21 – CERTIFIED SURVEY MAP – SCHIERL TIRE – 2440 POST RD.
  - ✓ **Mr. Fritz moved to accept the recommendation from the Plan Commission and adopt Resolution 1-21-21 approving a Certified Survey Map for Schierl Tire at 2440 Post Rd. Mr. Damrau seconded and the motion carried unanimously by Roll Call vote.**

RESOLUTION 1-3-21 – CERTIFIED SURVEY MAP – ERBES CONSTRUCTION – 530 GREYSTONE PL.

  - ✓ **Mr. Damrau moved to accept the recommendation from the Plan Commission and adopt Resolution 1-3-21 approving a Certified Survey Map for Erbes Construction at 530 Greystone Pl. Mr. Tessmann seconded and the motion carried unanimously by Roll Call vote.**

RESOLUTION 1-4-21 – FINAL PLAT – GILMAN POINTE SUBDIVISION

  - ✓ **Mr. Damrau moved to accept the recommendation from the Plan Commission and adopt Resolution 1-4-21 approving the final plat for Gilman Pointe Subdivision. Ms. Schiefelbein seconded and the motion carried unanimously by Roll Call vote.**
7. BARTENDER LICENSES  
The Board reviewed the Clerk's memo listing applicants for bartender licenses, copy attached.
  - ✓ **Mr. Damrau moved to approve bartender licenses for all of the applicants listed. Mr. Raabe seconded and the motion carried.**
8. CIVIC PLUS – WEBSITE UPDATE PROPOSAL  
John Pugh, Civic Plus, was present via video to answer any questions regarding the Website Update Proposal.

Mr. Mahoney referred to his memo outlining the Civic Plus proposal for an update to the Village's website, copies attached.

He discussed the two options offered at an implementation cost of \$14,020 and \$22,020 respectively along with an annual maintenance fee, of \$4,311 for Option 1 and \$6,311 for Option 2. He explained that staff is recommending Option 2 as it includes an update to the website after 4 years, allows more flexibility for the police department and fire department to retain current website design characteristics, allows for 75 more pages of Content Development, and offers three days of training versus two.

Mr. Davies stated that Civic Plus has extensive experience dealing with government entities.

Mr. Fritz questioned the website's accessibility to those that use tablets instead of computers. Mr. Pugh stated that the website will be user friendly on any device.

Mr. Raabe questioned department heads being able to easily update their content. Mr. Mahoney explained that the GIS Manager is currently responsible for content update. The new website will include training and a help desk for department heads to access. Mr. Pugh elaborated that training, chats, and customer service reps will be available to staff as well.

Mr. Raabe questioned if the limit on the migration of 100 meeting agendas and minutes could be increased. Mr. Pugh stated that a year's worth of agendas and meetings will be migrated automatically and three years' worth is best practice. The rest of the information can be archived.

Mr. Wolf questioned the ability of on-line payments. Mr. Mahoney stated that, currently, Village residents are able to make water/sewer payments through a third party vendor. Access to on-line payment via the website would be a new feature. Ms. Ley clarified that the Village would still have to set up a specialized credit card vendor to work with.

- ✓ **Mr. Damrau moved to approve Option 2 of the Civic Plus proposal, in the amount of \$28,331 for 2021, with an annual maintenance fee of \$6,311 beginning in 2022. Mr. Raabe seconded and the motion carried.**

9. COMPOST SITE MAINTENANCE PROPOSAL

Mr. Mahoney referred to Mr. Konkol's memo and Green Thumb's three-year proposal for the Village's compost site maintenance, copies attached. Mr. Mahoney stated that the proposal is an extension of the current agreement with Green Thumb.

- ✓ **Mr. Wolf moved to approve the Compost Site Maintenance proposal from Green Thumb as presented. Mr. Damrau seconded and the motion carried.**

10. WETLAND IN-LIEU FEE COMPENSATORY MITIGATION CONSERVATION EASEMENT BETWEEN THE VILLAGE OF PLOVER AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR LOT 2 OF PORTAGE COUNTY CERTIFIED SURVEY MAP #11168-51-148 (BETTER KNOWN AS THE SOIK WETLAND RESORTATION PROJECT AREA)

Mr. Mahoney referred to his memo and the proposed easement for the Soik Wetland Restoration Project area, copies attached. He explained that the Village is required to enter into the easement to guarantee the right for public use of the property in perpetuity and that restoration and maintenance will be carried out. He discussed working with the local snowmobile club to have their trail moved outside of the project area due to motorized vehicles not being allowed.

- ✓ **Mr. Damrau moved to approve the Wetland In-Lieu Fee Compensatory Mitigation Conservation Easement between the Village of Plover and the Wisconsin Department of Natural Resources for Lot 2 of Portage County Certified Survey Map #11168-51-148 (better known as the Soik Wetland Restoration Project Area). Mr. Tessmann seconded and the motion carried.**

11. RESOLUTION 1-5-21 – WORLD MIGRATORY BIRD DAY

Mr. Mahoney explained that the World Migratory Bird Day Resolution is an annual requirement for the Bird City application.

- ✓ **Mr. Raabe moved to adopt Resolution 1-5-21 declaring May 8, 2021 as World Migratory Bird Day in the Village of Plover. Mr. Fritz seconded and the motion carried unanimously by Roll Call vote.**

12. VILLAGE PROJECT CHANGE ORDERS, SUBSTITUTIONS, OR CONSTRUCTION APPROVALS

None.

13. ENGINEER'S REPORT

None.

14. Mr. Anday, Village of Plover District 14 Portage County Representative presented a County Board update, which included the Portage County Highway Wetland Mitigation Bank project.

15. ADMINISTRATOR'S UPDATE

Mr. Mahoney reported on the following:

1. Discussed the current COVID-19 vaccination process and expressed the need for flexibly to move on to other categories/phases when there are leftover vaccines to be used.
2. Mentioned the Off-road (ATV/UTV) Ordinance recently passed by the Portage County Board which allows the use of ATV/UTV's on Portage County Highways. He mentioned that the Village of Plover does not allow them on Village streets, including portions of County Highways B, R, and HH that run through the Village. After discussions with the Village's attorney and the Portage County Corp. Counsel, it was confirmed that the Village of Plover has the authority to enforce local rule.
3. The WPS utility work on the Business 51 Reconstruction project is going well.
4. The former Shopko building renovations are going well. Additional tenant leases have been signed.
5. He is spending time on grant reimbursements.
6. He and Ms. Ley will be working on a five-year financial plan to be presented to the Village Board.
7. Lake Pacawa Park project, Phase 2 plans will be coming forth for February's meetings.

16. Mr. Damrau moved to adjourn at 6:57 p.m. Mr. Tessmann seconded and the motion carried.

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Karen Swanson, Village Clerk