

Village Board Meeting

Wednesday, February 3, 2021

6:00 p.m.

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

Members Excused: Al Tessmann

Others Present: Dan Mahoney, Emily Ley, Karen Swanson, Steve Kunst, Ryan Barz, Mike Helmrick, Anton Anday

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
2. MINUTES
Mr. Davies stated that a revised copy of the January 20, 2021 Village Board meeting was distributed to reflect that Mr. Wolf abstained from voting on the Schierl Tire Certified Survey Map.
 - ✓ **Mr. Wolf moved to approve the revised minutes of the meeting of January 20, 2021 as printed. Mr. Fritz seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE BOARD
None.
4. CORRESPONDENCE
None.
5. VOUCHERS
 - ✓ **Mr. Damrau moved to approve the vouchers as listed. Mr. Raabe seconded and the motion carried.**
6. JOB DESCRIPTIONS
 - a. Wastewater System Manager
 - ✓ **Mr. Damrau moved to accept the recommendation from the Administrative-Personnel Committee and approve the Wastewater System Manager job description. Mr. Fritz seconded and the motion carried.**
 - b. Wastewater System Assistant Manager
 - ✓ **Mr. Raabe moved to accept the recommendation from the Administrative-Personnel Committee and approve the Wastewater System Assistant Manager job description. Mr. Fritz seconded and the motion carried.**
 - c. Wastewater System Operator
 - ✓ **Mr. Damrau moved to accept the recommendation from the Administrative-Personnel Committee and approve the Wastewater System Operator job description. Mr. Fritz seconded and the motion carried.**
 - d. Village Safety Director
 - ✓ **Mr. Raabe moved to accept the recommendation from the Administrative-Personnel Committee and approve the Village Safety Director job description. Mr. Wolf seconded and the motion carried.**
7. SITE PLAN REVIEW – LAKE PACAWA PARK PROJECT, PHASE 2 – 1831 MAPLE DR.
Mr. Kunst presented a simulated tour of the proposed facilities and amenities of the Lake Pacawa Park Project, Phase 2.

- ✓ **Mr. Fritz moved to accept the recommendation from the Plan Commission and Parks Development Committee and approve the Site Plan for the Lake Pacawa Park Project, Phase 2 located at 1831 Maple Dr. Mr. Wolf seconded and the motion carried.**

8. BIDDING OUT LAKE PACAWA PARK PROJECT, PHASE 2

- ✓ **Mr. Damrau moved to approve the bidding out of the Lake Pacawa Park Project, Phase 2. Mr. Fritz seconded and the motion carried.**

9. ST. BRONISLAVA PARISH – REQUEST FOR TEMPORARY “CLASS B” WINE LICENSE – 3200 PLOVER RD., PLOVER, WI – FEBRUARY 13, 2021

The Board reviewed St. Bronislava Parish’s request for a Temporary Wine License for their Taste of Italy event on February 13, 2021, copy attached.

Mr. Wolf stated that this will be an order ahead and take out event. He questioned how alcohol sales would work. The Clerk explained that they would only be able to sell beer and wine in their original containers, i.e. cannot be sold by the glass. Mr. Wolf will contact the parish representative to make sure they understand the process.

- ✓ **Mr. Damrau moved to approve a Temporary “Class B” Wine license for St. Bronislava Parish at 3200 Plover Rd. for February 13, 2021.**

10. LOAN AGREEMENT WITH THE STEVENS POINT CURLING CLUB

Mr. Kunst referred to Atty. Konkol’s letter, copy attached, outlining his recommended changes to the Loan Agreement with the Stevens Point Curling Club.

Mr. Raabe questioned if the Village has a sense of their finances. Mr. Kunst responded that we do as several meetings have been held with the CFO of the club.

- ✓ **Mr. Raabe moved to approve the Loan Agreement with the Stevens Point Curling Club. Mr. Damrau seconded and the motion carried.**

11. CHANGE ORDER TO TASK ORDER NO. 136 OF THE GENERAL ENGINEERING SERVICES AGREEMENT WITH AECOM – SPRINGVILLE DAM DESIGN AND BIDDING

Mr. Mahoney referred to the Change Order, in the amount of \$30,823, to the AECOM Springville Dam Design and Bidding Task Order, copy attached. He stated that this should be the last change order for the project.

Mr. Barz discussed the challenges of coordinating the Springville Dam design with both the WI DNR and WI DOT staff, which resulted in an increase in unanticipated labor costs.

- ✓ **Mr. Damrau moved to approve Change Order No. 3, in the amount of \$30,823 to Task Order No. 136 of the General Engineering Services Agreement with AECOM for the Springville Dam Design and Bidding. Mr. Raabe seconded and the motion carried.**

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

None.

13. ENGINEER’S UPDATE

None.

14. ADMINISTRATOR’S UPDATE

None.

15. Mr. Fritz reported on the Portage County Solid Waste Department coordination of an after hour toxic material drop off program.

Mr. Kunst updated the Board on the situation with the antique store at 1901 Post Rd. He explained that staff met with the owner and issued a final notice of non-compliance. He is currently in violation of Village ordinances which could result in fines. The owner was presented with a list of compliance dates to be met by the end of the month and, is making progress.

Mr. Fritz commended Mr. Kunst's efforts to have a dilapidated building at 2930 Plover Rd. taken care of.

16. Mr. Damrau moved to adjourn at 6:35 p.m. Mr. Fritz seconded and the motion carried.

Karen Swanson, Village Clerk