

Village Board Meeting

Wednesday, February 16, 2022
6:00 p.m.

Members Present: Tom Davies, Orv Damrau, Steve Fritz, Adam Raabe, Ross Ballard, Al Tessmann
Members Excused: Gary Wolf

Others Present: Dan Ault, Steve Kunst, Julia Mann, Karen Swanson, Roy Hopfensperger, Dominique Swangstu, Scott Klemm, AECOM representatives

- 1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
- 2. MINUTES
 - ✓ **Mr. Fritz moved to approve the minutes of the meeting of February 2, 2022. Mr. Damrau 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. BARTENDER LICENSES
 - ✓ **Mr. Tessmann moved to accept the recommendation from the Finance Committee and approve a bartender license for Madalyn Kolstad. Mr. Raabe seconded and the motion carried.**

“CLASS B” COMBINATION ALCOHOL BEVERAGE RETAIL LICENSE – MAMA ELDA’S LLC, AGENT BRIGITTE M. BENITEZ VARGAS, MAMA ELDA’S BAKERY & RESTAURANT – 1828 PLOVER RD., PLOVER, WI

- ✓ **Mr. Damrau moved to accept the recommendation from the Finance Committee and approve a regular “Class B” Combination Alcohol Beverage Retail license for Mama Elda’s LLC, Agent Brigitte M. Benitez Vargas for Mama Elda’s Bakery & Restaurant at 1828 Plover Rd., Plover, WI. Mr. Raabe seconded and the motion carried.**

“CLASS B” ALCOHOL BEVERAGE RETAIL LICENSE – BACKCOUNTRY BREWING COMPANY LLC, AGENT DANA K. LARSON, BACKCOUNTRY BREWING COMPANY – 3252 MECCA DR., PLOVER, WI

- ✓ **Mr. Tessmann moved to accept the recommendation from the Finance Committee and approve a regular “Class B” Alcohol Beverage Retail license for Backcountry Brewing Company, LLC, Agent Dana K. Larson for Backcountry Brewing Company at 3252 Mecca Dr., Plover, WI. Mr. Damrau seconded and the motion carried.**

BACKUP SYSTEM SERVER UPGRADE

- ✓ **Mr. Raabe moved to accept the recommendation from the Finance Committee and approve the purchase of the Barracuda Backup Server and related items at a cost of \$37,836.62 to be paid for with ARPA funds. Mr. Damrau seconded and the motion carried.**

RESOLUTION 2-4-22 – AMENDMENTS TO THE 2021 GENERAL FUND BUDGET

- ✓ **Mr. Tessmann moved to accept the recommendation from the Finance Committee and adopt Resolution 2-4-22 approving amendments to the 2021 General Fund Budget. Mr. Damrau seconded and the motion carried unanimously by Roll Call vote.**

PHONE SYSTEM UPGRADE

- ✓ **Mr. Fritz moved to accept the recommendation from the Finance Committee and approve the phone system upgrade to Switchvox through Unitel in the amount of \$41,940. Mr. Tessmann seconded and the motion carried.**

7. RESOLUTION 2-5-22 – RESOLUTION APPROVING AN AMENDMENT TO THE BOUNDARIES OF TAX INCREMENTAL DISTRICT NO. 6, VILLAGE OF PLOVER, WI

- ✓ **Mr. Tessmann moved to accept the recommendation from the Plan Commission and adopt Resolution 2-5-22 approving an amendment to the boundaries of Tax Incremental District No. 6, Village of Plover, WI. Mr. Fritz seconded and the motion carried unanimously by Roll Call vote.**

8. RESOLUTION 2-6-22 – REVISED AUTHORIZING RESOLUTION FOR RIVERS MANAGEMENT PROTECTION GRANT – LITTLE PLOVER RIVER WATERSHED ENHANCEMENT PROJECT

Mr. Kunst explained that the revision to the attached Authorizing Resolution is to identify the Village's Natural Resource Planner as the primary point of contact and himself as an alternate.

- ✓ **Mr. Ballard moved to adopt Resolution 2-6-22 naming the Natural Resource Planner as the primary point of contact and Mr. Kunst as an alternate for the Authorizing Resolution for the Rivers Management Protection Grant – Little Plover River Watershed Enhancement project. Mr. Fritz seconded and the motion carried unanimously by Roll Call vote.**

9. MUNICIPAL ANIMAL CONTROL CONTRACT RENEWAL FOR 2022

- ✓ **Mr. Damrau moved to approve the Municipal Animal Control Contract Renewal for 2022. Mr. Raabe seconded and the motion carried.**

10. AECOM TECHNICAL MEMO – PLEASANT DRIVE AREA – DRAINAGE REVIEW AND RECOMMENDATIONS

Mr. Kunst explained the purpose of AECOM's Technical memo, copy attached, and presentation being due to the storm water drainage issues in the Pleasant Drive area located in the southeast part of the Village.

Rick Eilertson, AECOM, presented a power point, copy attached, depicting an overall view of the drainage issues in the area.

Kyle Priest, AECOM discussed the various testing that was conducted in the swale areas and the findings.

Mr. Eilertson discussed short and long term recommendations to address and alleviate the drainage issues.

Joe Terry, AECOM discussed landscaping concerns that effect storm water drainage

Mr. Ault clarified that the ultimate message is educating developers, contractors, and homeowners.

Keith Helmrick, a developer, discussed the steps they take when developing a subdivision, but is concerned with what happens after the subdivision is developed and the contractors come in. He discussed his concerns with culverts.

Mr. Kunst stated that staff will be coming back to the board with recommendations and possible ordinance amendments.

Groundwater levels were discussed as they relate to ditches.

11. VILLAGE PROJECT CHANGE ORDERS, SUBSTITUTIONS OR CONSTRUCTION APPROVALS

None.

12. ENGINEER'S UPDATE

Mr. Eilertson stated that work continues with the DNR on the Post Rd. storm sewer issues.

13. ADMINISTRATOR'S UPDATE

Mr. Kunst reported on the following:

1. Will be working on a developer agreement for the TID 6 boundary adjustment.
2. Property revaluation work continues
3. Staff is working with Portage County to update the Village's Comprehensive Plan.
4. Mr. Swangstu is drafting a Housing Affordability report.
5. Mr. Kunst was appointed Secretary of the Stevens Point Area Convention & Visitor's Bureau

Mr. Ault reported on the following:

1. Mr. Kunst will be working more closely with the Assessor, GIS Manager and Natural Resource Planner as part of overall community/economic development.
2. The Village's Human Resources manual has been forwarded to the Village's attorney for review. Mr. Ault would like to develop more of an Employee Handbook with consistencies throughout.
3. The salary study process is underway.
4. The Village is having problems hiring seasonal employees, therefore, the hourly pay rates have been adjusted.
5. Bids were not sought for the proposed pickle ball complex this year at Lake Pacawa. Fundraising by the group will determine if the courts could be built in the future.
6. Administration has acquired a used sport utility vehicle from the police department for administration/office personnel use.
7. Board members should let Mr. Ault know if they would like to attend the PCBC Annual dinner on Monday, March 7th.
8. Portage County Business After Hours will be held at the Boldt Company on Tuesday, February 22nd.

14. Mr. Tessmann moved to adjourn at 7:02 p.m. Mr. Fritz seconded and the motion carried.

Karen Swanson, Village Clerk