

## Village Board Meeting

Wednesday, June 21, 2023

Members Present: Steve Fritz, Tim Durigan, Adam Raabe, Al Tessmann, Al Haga

Members Excused: Gary Wolf

Members Unexcused: Ross Ballard

Others Present: Steve Kunst, Julia Mann, Karen Swanson, Tammy Wojtalewicz, Lyle Lutz, Joe Terry, Greg Johnson with Ehlers

1. The Clerk called the meeting to order at 6:00 p.m. In the absence of Mr. Wolf, the Clerk called for nominations for a temporary Chairman. Mr. Fritz nominated Mr. Haga. Hearing no other nominations, the Clerk called for a motion on the nomination

✓ **Mr. Fritz moved to nominate Mr. Haga as temporary chairman. Mr. Raabe seconded and the motion carried.**

2. Pledge of Allegiance

3. MINUTES

✓ **Mr. Durigan moved to approve the minutes of the meeting of June 7, 2023 as printed. Mr. Raabe seconded and the motion carried.**

4. PERSONS WISHING TO ADDRESS THE BOARD

None.

5. CORRESPONDENCE

Mr. Kunst referred to a letter from the Portage County Solid Waste Director highlighting the success of the June 1, 2023 electronic recycling event that was held in the Town of Amherst, copy attached. Mr. Fritz also spoke to the success of the event.

6. VOUCHERS

✓ **Mr. Raabe moved to approve the vouchers as listed. Mr. Durigan seconded and the motion carried.**

7. RESOLUTION 6-17-23 – RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$7,105,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023

Mr. Kunst introduced Greg Johnson, Ehlers Senior Municipal Advisor. Mr. Johnson reviewed his Sale Day Report for \$6,605,000 General Obligation Promissory Notes, copy attached. He stated that the low bidder was BNY Mellon Capital Markets LLC out of Pittsburgh PA, with an interest rate of 3.1561% and the total principal and interest being \$155,579 less than the pre-sale estimate. He reviewed the bid tab, the funding uses, the debt service allocation, the fiscal financial tax levy impact, the Village's borrowing capacity and the cash flow projection for TID No. 4. He stated that the Village's S & P 'AA' rating was affirmed and commended Ms. Mann and Mr. Kunst on their work with the rating company. Mr. Johnson stated that the Village attained overall good bid results.

Mr. Kunst discussed addressing the debt service as part of the budget process.

Mr. Fritz questioned the homeowner property tax portion of the debt. Mr. Johnson explained that the amount represents the portion of their property tax that will go toward debt service. It is not the amount

their taxes will go up. The table indicates how much of the Village's total tax levy will go toward debt service.

- ✓ **Mr. Tessmann moved to adopt Resolution 6-17-23 approving a Resolution Authorizing the Issuance and Sale of \$6,605,000 General Obligation Promissory Notes, Series 2023. Mr. Raabe seconded and the motion carried unanimously by Roll Call vote.**

8. RETAIL ALCOHOL BEVERAGE LICENSE RENEWALS

- ✓ **Mr. Fritz moved to accept the recommendation from the Finance Committee and approve Retail Alcohol Beverage license renewals for applicants listed in the attached memo. Mr. Durigan seconded and the motion carried.**

DAVID NORTHWOOD – RENEWAL APPLICATION FOR A COIN, PRECIOUS METALS, AND SECONDHAND GUN DEALERS LICENSE – NORTHWOOD TARGET SPORTS AT 1001 THEATRE DR.

- ✓ **Mr. Raabe moved to accept the recommendation from the Finance Committee and approve a renewal application for a Coin, Precious Metals, and Secondhand Gun Dealers license for David Northwood at Northwood Target Sports – 1001 Theatre. Dr. Mr. Tessmann seconded and the motion carried.**

9. RESOLUTION 6-18-23 – 2022 WWTF COMPLIANCE MAINTENANCE ANNUAL REPORT

- ✓ **Mr. Tessmann moved to accept the recommendation from the Water/Wastewater Utility Committee and adopt Resolution 6-18-23 approving the 2022 WWTF Compliance Maintenance Annual report. Mr. Fritz seconded and the motion carried.**

10. EXTENSION OF SIDEWALK INTO THE RIGHT OF WAY – 557 BRIARWOOD CT.

Mr. Kunst referred to the Public Works Manager's report, copy attached. He explained that this is the same process as a secondary driveway permit and that staff is recommending approval based on the conditions in the report.

- ✓ **Mr. Tessmann moved to approve the extension of a sidewalk into the right-of-way at 557 Briarwood Ct. Mr. Fritz seconded and the motion carried.**

11. VILLAGE PROJECT CHANGE ORDERS, SUBSTITUTIONS OR CONSTRUCTION APPROVALS

a. Change Order #1 for the River Dr. Sanitary Sewer Installation

Mr. Kunst stated that Village Board action is not required as this change order has been revised since Monday night. This and another change order will be brought to the July set of meetings.

12. ENGINEER'S UPDATE

Mr. Terry presented his Engineer's report, copy attached. He discussed the River Dr. sanitary sewer project, the Springville Dam project, the CTH R watermain project and the proposed Mullin's development on Foremost Rd.

- ✓ **Mr. Tessmann moved to approve the Engineer's report as presented. Mr. Fritz seconded and the motion carried.**

13. ADMINISTRATOR'S UPDATE

Mr. Kunst reported on the following:

1. The Shared Revenue Bill that increased the Village's shared revenue amount by approximately \$338K, which is a 62% increase over the current level.
2. Wendy's has begun construction.

3. The Standing Joint Review Board is scheduled to meet next Wednesday, June 28 at 10:30 a.m. The TID's will be reviewed along with an extension of TID No. 6 for six years.
  4. There will only be one set of meetings in July with committee meeting being held on Monday, July 10<sup>th</sup> and Village Board on Wednesday, July 12<sup>th</sup>.
  - ✓ **Mr. Raabe moved to accept the Administrator's report as presented. Mr. Tessmann seconded and the motion carried.**
14. Mr. Fritz commended Mr. Swangstu for his work on the draft Comprehensive Park and Recreation plan.
15. Mr. Tessmann move to adjourn at 6:45 p.m. Mr. Fritz seconded and the motion carried.

---

Karen Swanson, Village Clerk