

Village Board Meeting

Wednesday, July 21, 2021

6:00 p.m.

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

Others Present: Dan Mahoney, Julia Mann, Karen Swanson, Dan Ault, Steve Kunst

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
2. MINUTES
 - ✓ **Mr. Ballard moved to approve the minutes of the meeting of June 16, 2021 as printed. 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. Wolf seconded and the motion carried.**
6. ASSESSOR JOB DESCRIPTION UPDATE
 - ✓ **Mr. Damrau moved to accept the recommendation from the Administrative-Personnel Committee and approve the Assessor job description update. Mr. Raabe seconded and the motion carried.**

NEW POSITION REQUEST: COMMUNITY POLICING OFFICER

 - ✓ **Mr. Ballard moved to accept the recommendation from the Administrative-Personnel Committee and approve the new position of the Community Policing Officer and filling it in 2021. Mr. Raabe seconded and the motion carried.**

NEW POSITION REQUEST: NATURAL RESOURCES PLANNER

 - ✓ **Mr. Raabe moved to accept the recommendation from the Administrative-Personnel Committee and approve the new position of Natural Resources/Recreational Planner and to fill it in 2021. Mr. Damrau seconded and the motion carried.**

NATURAL RESOURCES PLANNER JOB DESCRIPTION

 - ✓ **Mr. Damrau moved to accept the recommendation from the Administrative-Personnel Committee and approve the Natural Resources/Recreational Planner job description. Mr. Ballard seconded and the motion carried.**

COMMUNITY DEVELOPMENT MANAGER/ASSISTANT ADMINISTRATOR JOB DESCRIPTION

 - ✓ **Mr. Damrau moved to accept the recommendation from the Administrative-Personnel Committee and approve the Community Development Manager/Assistant Administrator job description. Mr. Wolf seconded and the motion carried.**
7. BARTENDER LICENSES
 - ✓ **Mr. Fritz moved to accept the recommendation from the Finance Committee and approve bartender licenses for the applicants listed in the attached memo. Mr. Damrau seconded and the motion carried.**

TEMPORARY CLASS "B" FERMENTED MALT BEVERAGE RETAILERS LICENSE AND TEMPORARY "CLASS B" WINE LICENSE – CELEBRATE PLOVER, INC. – CELEBRATE PLOVER – LAKE PACAWA, VILLAGE OF PLOVER – JULY 31, 2021

- ✓ **Mr. Tessmann moved to accept the recommendation from the Finance Committee and approve a temporary Class "B" Fermented Malt Beverage Retailers license and a temporary "Class B" Wine license for Celebrate Plover, Inc., Celebrate Plover, Lake Pacawa, Village of Plover – July 31, 2021. Mr. Raabe seconded and the motion carried.**

RESOLUTION 7-16-21 – DEFERRED COMPENSATION PLAN THROUGH NORTH SHORE BANK

On hold.

HEALTHCARE REIMBURSEMENT PLAN THROUGH NORTH SHORE BANK

On hold.

DEFERRED COMPENSATION PLAN CUSTODY AGREEMENT WITH NORTH SHORE BANK

On hold.

INVOICE CLOUD PROPOSAL FOR ALTERNATIVE PAYMENT SOLUTIONS

- ✓ **Mr. Tessmann moved to accept the recommendation from the Finance Committee and approve the proposal from Invoice Cloud for alternative payment solutions. Mr. Damrau seconded the motion.**

Mr. Wolf mentioned that the DMV does not impose a transaction fee for services paid for with a bank account/routing number. He questioned if there would be a fee for this type of transaction with Invoice Cloud. Ms. Mann stated that there would be a fee.

Motion carried.

2022 BUDGET PREPARATION GUIDELINES AND SCHEDULE

- ✓ **Mr. Damrau moved to accept the recommendation from the Finance Committee and approve the 2022 Budget Preparation Guidelines and Schedule. Mr. Fritz seconded and the motion carried.**

8. SECONDARY DRIVEWAY REQUEST FOR JAMES BEMBENECK AT 2111 EASLAN DR.

- ✓ **Mr. Tessmann moved to accept the recommendation from the Public Works Committee and approve the request from James Bembeneck for a secondary driveway at 2111 Easlan Dr. Mr. Wolf seconded and the motion carried.**

PROPOSED STREET OPENING PERMIT LANGUAGE CHANGES

- ✓ **Mr. Damrau moved to accept the recommendation from the Public Works Committee and approve the proposed Street Opening Permit language changes as presented. Mr. Tessmann seconded and the motion carried.**

ENTERTAINMENT LICENSE APPLICATION – CELEBRATE PLOVER – JULY 31, 2021 AT LAKE PACAWA, VILLAGE OF PLOVER

- ✓ **Mr. Damrau moved to accept the recommendation from the Public Works Committee and approve an Entertainment License for Celebrate Plover on July 31, 2021 at Lake Pacawa, Village of Plover. Mr. Fritz seconded and the motion carried.**

LARGE GATHERING PERMIT – CELEBRATE PLOVER – JULY 31, 2021 AT LAKE PACAWA, VILLAGE OF PLOVER

- ✓ **Mr. Tessmann moved to accept the recommendation from the Public Works Committee and approve a Large Gathering Permit for Celebrate Plover on July 31, 2021 at Lake Pacawa, Village of Plover. Mr. Damrau seconded and the motion carried.**

9. RESOLUTION 7-17-21 – EXTRATERRITORIAL CERTIFIED SURVEY MAP REVIEW – LILA – RIVER RIDGE CIRCLE IN THE TOWN OF PLOVER

- ✓ **Mr. Wolf moved to accept the recommendation from Plan Commission and adopt Resolution 7-17-21 approving an Extraterritorial Certified Survey Map for Brad Lila – River Ridge Circle in the Town of Plover. Mr. Damrau seconded and the motion carried unanimously by Roll Call vote.**

10. WISCONSIN PUBLIC SERVICE ELECTRIC UNDERGROUND EASEMENT – PIN#173230826-07

Mr. Kunst explained that the easements cross two different parcels and are for the Lake Pacawa Park, Phase 2 Improvements project.

- ✓ **Mr. Tessmann moved to approve the Wisconsin Public Service Electric Underground Easement – PIN #173230826-07. Mr. Fritz seconded and the motion carried.**

11. WISCONSIN PUBLIC SERVICE ELECTRIC UNDERGROUND EASEMENT – PIN#173230826-07.02

- ✓ **Mr. Tessmann moved to approve the Wisconsin Public Service Electric Underground Easement – PIN #173230826-07.02. 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

Mr. Mahoney reported on the following:

1. Ehler's will be presenting a 5-year Financial Plan to address staffing needs and municipal building improvements/expansion at the next Village Board meeting.
2. A residential development has been proposed southeast of Village Wood Pointe subdivision.
3. Classic Development is looking to develop the 40 acres adjacent to their current subdivision.
4. The Portage County Board will be considering an agenda item whereby the Space & Properties Committee would be the authority for county owned land sales in the Village of Plover.
5. The box culverts for the Business 51 reconstruction project have been rejected, which affects the timing of the project. 8 culverts are being manufactured that hopefully fit. Post Rd. will be closing from August 2nd to the 27th.
6. The language regarding the deep sewer project issue with Earth Inc. has been reviewed by the Village's attorney and will hopefully be delivered by the end of the week.

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

Karen Swanson, Village Clerk