

Village Board Meeting

Wednesday, September 7, 2022

6:00 p.m.

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

Others Present: Dan Ault, Julia Mann, Karen Swanson, Steve Kunst, Joe Terry, Stuart Randall –
 CliftonLarsonAllen LLP

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 August 17, 2022 as printed.**
3. PERSONS WISHING TO ADDRESS THE BOARD
 None.
4. CORRESPONDENCE
 None.
5. VOUCHERS
 ✓ **Mr. Wolf moved to approve the vouchers as listed. Mr. Raabe seconded and the motion carried.**
6. 2021 FINANCIAL STATEMENTS – CLIFTONLARSONALLEN LLP
 Stuart Randall, CliftonLarsonAllen LLP, presented the 2021 Financial Statements to the board, copy attached. He discussed the Auditor's Opinion Letter and Management's Discussion and Analysis. He reviewed the Village's assets, liabilities, fund balances, revenues, and expenses. Mr. Wolf questioned closing the TID's with a positive balance. Ms. Mann explained that TID 3 is a donor to TID 5 and TID 6 may incur future project costs. Mr. Randall discussed the water and wastewater utility operations. He discussed the ARPA funds as they relate to federal grant compliance. He discussed an accounting rule change for 2022 whereby operating leases will be categorized as short term and long term leases. They will work with Ms. Mann to make sure that the Village is in compliance.

 Mr. Ault expressed his gratitude of how great they are to work with.
7. KURT & KELLY HEIMAN – APPLICATION FOR SECONDARY DRIVEWAY – 510 COPPERLEAF CT.
 The Board reviewed Kurt & Kelly Heiman's application for a secondary driveway and Mr. Hopfensperger's report recommending approval, copies attached.

 ✓ **Mr. Tessmann moved to approve Kurt & Kelly Heiman's request for a secondary driveway at 510 Copperleaf Ct. Mr. Fritz seconded and the motion carried.**
8. DARRELL & LINDA FIRKUS – APPLICATION FOR SECONDARY DRIVEWAY – 3030 EVERGREEN DR.
 The Board reviewed Darrell & Linda Firkus' application for a secondary driveway and Mr. Hopfensperger's report recommending approval, copies attached.

 ✓ **Mr. Wolf moved to approve Darrell & Linda Firkus' request for a secondary driveway at 3030 Evergreen Dr. Mr. Tessmann seconded and the motion carried.**

9. BLENKER DEVELOPMENTS – APPLICATION FOR SECONDARY DRIVEWAY – 608 BRIARWOOD DR.

The Board reviewed Blenker Developments' application for a secondary driveway and Mr. Hopfensperger's report recommending approval, copies attached.

- ✓ **Mr. Tessmann moved to approve Blenker Developments' request for a secondary driveway at 608 Briarwood Dr. Mr. Fritz seconded the motion.**

Mr. Fritz questioned if the driveways are far enough from the corner of the street intersection. Mr. Kunst stated that they are.

Motion carried.

10. RESOLUTION 9-16-22 – BUDGET AMENDMENT – KUBOTA RTV FOR PARKS DEPARTMENT

Mr. Ault referred to the proposed resolution and Mr. Hopfensperger's memo, copies attached. Mr. Ault explained that, with the expansion of Lake Pacawa Park, an RTV is a necessity for the Public Works department and will be covered by ARPA funds.

- ✓ **Mr. Ballard moved to adopt Resolution 9-16-22 approving a budget amendment for the purchase of a Kubota RTV in the amount of \$19,596.31 utilizing ARPA funds. Mr. Fritz seconded and the motion carried unanimously by Roll Call vote.**

11. CHANGE ORDER TO THE GENERAL ENGINEERING SERVICES AGREEMENT DATED MARCH 10, 2003 WITH AECOM – MODIFIED RATES FOR PROJECT MANAGER AND FOR CONSTRUCTION INSPECTION SERVICES FOR PRIVATE DEVELOPMENT PROJECTS

Mr. Ault stated that he has been in conversation with AECOM staff regarding the rate adjustments.

Mr. Terry discussed the 2003 contract and the special discounted rates established for project management and inspection services for private development projects. He stated that rates should be reviewed annually, but the last time they were adjusted was 2018. The proposed project manager fee reflects a 3% increase per year from 2003.

Mr. Wolf expressed his concerns with a 54% increase in the project manager fee as the Village taxpayers ultimately pay for this cost. Mr. Ault mentioned that the Village will be looking closely at engineering services for next year and beyond.

Mr. Tessman discussed all that AECOM has done for the Village over the years and feels that we have received a lot of value from their services.

Mr. Terry discussed the benefits of having a General Engineering Services agreement in that the rates are known before beginning a project. He stated that the 2018 increases were arbitrary and that they need real costs to be representative of the market. The proposed rates are 40% less than their normal rates.

Mr. Raabe questioned if the new rates will affect past projects. Mr. Terry stated that they will not with the exception of Harvest Acres. Mr. Kunst stated that the new rates were utilized in the change order approved for Harvest Acres last month.

- ✓ **Mr. Ballard moved to approve the Change Order to the General Engineering Services Agreement dated March 10, 2003 with AECOM; modified rates for project manager and for construction inspection services for private development projects. Mr. Tessmann seconded and the motion carried 5 – 1(Wolf)**

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

None.

13. ENGINEER'S REPORT

Mr. Terry presented his Engineer's report, copy attached. He highlighted the Harvest Acres Subdivision the CTH R watermain, and the Arbor Haven Phase 4 projects.

Mr. Ault commended Mr. Terry with his professionalism in response to a conflict of opinion in a chain of emails in which he was included.

14. ADMINSTRATOR'S REPORT

Mr. Kunst discussed the Harvest Acres Subdivision development and the Farming for the Future Foundation project.

Mr. Ault reported on the following:

1. Budget meetings with department heads have begun.
2. The newsletter will be going out shortly.
3. Lake Pacawa Park Phase 3 discussions will need to begin soon as the park is being heavily utilized.
4. The Village is in discussions with the Town of Plover regarding tourism collaboration. He has had discussions with the St. Pt. CVB about further promoting the Village of Plover.
5. Discussed the ongoing Business 51 reconstruction project and the I-39 bridgework over CTH B.

15. Mr. Fritz questioned who has jurisdiction over the streetlights on Hwy 54 west as some of the lights are emitting a purple hue. Mr. Ault stated that he would check with Mr. Hopfensperger on this.

16. CLOSED SESSION

Mr. Ballard moved, at 6:51 p.m., to adjourn into Closed Session under WI State Statute 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and more specifically relating to an insurance claim.

Karen Swanson, Village Clerk