

## Village Board Meeting

Wednesday, September 20, 2023  
6:00 p.m.

Members Present: Gary Wolf, Steve Fritz, Adam Raabe, Tim Durigan, Al Tessmann, Al Haga, Ross Ballard

Others Present: Steve Kunst, Julia Mann, Tammy Wojtalewicz, Adam DeKleyn, Joe Terry, Dominique Swangstu, Scott Klemm

1. Mr. Wolf 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 September 6, 2023, as printed. Mr. Raabe seconded, and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE BOARD

Dale Anderson, a resident on Roosevelt Dr., expressed his concern and frustration regarding continued semi traffic on Roosevelt and Plover Springs Dr. He also stated he would like to see limited ATV use allowed in the Village to get to gas stations and out of town. Mr. Kunst will follow up with staff regarding the semi traffic. Mr. Kunst stated ATV use was addressed by the Village Board a couple of years ago when Portage County opened the county highways to ATV use. At that time the board felt strongly they did not want that allowed in the Village. Mr. Ballard stated he would support addressing it again.
4. CORRESPONDENCE

None.
5. VOUCHERS
  - ✓ **Mr. Raabe moved to approve the vouchers as listed. Mr. Durigan seconded, and the motion carried.**
6. 2022 FINANCIAL STATEMENTS – CLIFTON, LARSON, ALLEN

John Trautman, from Clifton Larson Allen LLP, presented the 2022 Financial Statements to the board, copy attached. He discussed the Independent Auditors' Report, and the Management's Discussion and Analysis. He reviewed the Village's assets, liabilities, fund balances, revenues, and expenses. He also discussed water and wastewater operations. He discussed the accounting rule change for 2022 regarding operating leases now being categorized as short-term and long-term leases. The management letter was reviewed with best practices. Mr. Kunst stated Ms. Mann is putting together a comprehensive financial policy that will be brought to the board in pieces so the board can see the processes and how things are being documented. Improvements since previous audits were discussed as well as common practice for audits of individual departments. Mr. Trautman also discussed an accounting standard change for 2023 regarding GASB Statement No. 96, Subscription-Based Information Technology Arrangements. Additionally, he explained where ARPA funds are listed in the report and the reasoning for it.

- ✓ **Mr. Haga moved to accept the 2022 Financial Statements as printed. Mr. Fritz seconded, and the motion carried.**

7. POSSIBLE CONSIDERATION OF ADOPTION OF THE VILLAGE OF PLOVER COMPREHENSIVE PARKS AND RECREATION PLAN

Discussion took place regarding changes in the proposal which consisted of minor verbiage changes and spelling corrections. There was no change in context.

- ✓ **Mr. Fritz moved to approve the recommendation from the Parks Development and Public Works Committees to adopt the Village of Plover Comprehensive Parks and Recreation Plan and the motion carried.**

Mr. Fritz expressed his appreciation to Mr. Swangstu for working through this tedious project and bringing it to fruition. Mr. Haga agreed, stating you can see the amount of work that went into getting this done.

APPROVAL OF BENTLEY PARK DRIVE ROAD PLANS

- ✓ **Mr. Raabe motioned to approve the recommendation from the Parks Development and Public Works Committees to approve the Bentley Park Drive road plans.**

8. TASK ORDER #169 TO PROFESSIONAL SERVICES AGREEMENT WITH AECOM – ARBOR HAVEN PHASE 4

- ✓ **Mr. Tessmann motioned to approve the recommendation from the Water/Wastewater Utility Committee for Task Order #169 to Professional Services Agreement with AECOM – Arbor Haven Phase 4. Mr. Raabe seconded, and the motion carried.**

TASK ORDER #168 TO PROFESSIONAL SERVICES AGREEMENT WITH AECOM – PORTER ROAD TWIN HOME DEVELOPMENT

- ✓ **Mr. Tessmann motioned to approve the recommendation from the Water/Wastewater Utility Committee for Task Order #168 to Professional Services Agreement with AECOM – Porter Road Twin Home Development. Mr. Durigan seconded, and the motion carried.**

WATER/SEWER PLANS FOR THE PORTER ROAD TWIN HOME DEVELOPMENT

- ✓ **Mr. Raabe motioned to approve the recommendation from the Water/Wastewater Utility Committee for water/sewer plans for the Porter Road Twin Home Development. Mr. Tessmann seconded, and the motion carried.**

MCCAIN'S WASTEWATER DISCHARGE AGREEMENT

- ✓ **Mr. Raabe motioned to approve the recommendation from the Water/Wastewater Utility Committee for water/sewer plans for the McCain's Wastewater Discharge Agreement. Mr. Durigan seconded, and the motion carried.**

9. SMILEY'S LLC – REQUEST FOR REVISION OF PREMISES FOR RETAIL ALCOHOL BEVERAGE LICENSE – 4020 CTY. RD. R VILLAGE OF PLOVER

This item was not addressed at this meeting.

10. “CLASS B” RETAIL ALCOHOL BEVERAGE COMBINATION LICENSE – AL ROTH, LLC, AGENT AMY ROTH – ROTH’S SUPPER CLUB & PIZZERIA – 4020 CTY. HWY. R VILLAGE OF PLOVER

This item was not addressed at this meeting.

11. “CLASS B” RETAIL ALCOHOL BEVERAGE COMBINATION LICENSE – FARMING FOR THE FUTURE FOUNDATION, AGENT ANDREW REITZ – FOOD + FARM EXPLORATION CENTER – 3400 INNNOVATION DRIVE, VILLAGE OF PLOVER

- ✓ **Mr. Haga motioned to approve the “Class B” retail alcohol beverage combination license – Farming for the Future Foundation, Agent Andrew Reitz – Food + Farm Exploration Center – 3400 Innovation Drive, Village of Plover. Mr. Tessmann seconded, and the motion carried.**

12. ARBOR DAY PROCLAMATION

Mr. Kunst explained that we do the Arbor Day Proclamation every year as it is part of the Tree City designation. Mr. Swangstu does a very nice job every year putting on the program as well as getting local youth and businesses involved.

- ✓ **Mr. Haga motioned to approve the Arbor Day Proclamation. Mr. Tessmann seconded, and the motion carried.**

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

None.

14. ENGINEER’S UPDATE

Mr. Terry reviewed his engineer’s report, copy attached. Mr. Fritz inquired about the timing of County R being opened again. Mr. Kunst stated the intention is to have the project completed in November.

- ✓ **Mr. Tessmann moved to accept the engineer’s report. Mr. Fritz seconded, and the motion carried.**

15. ADMINISTRATOR’S UPDATE

Mr. Kunst has been working with village staff and president Wolf on the budget process. Ms. Mann is finalizing the budget to propose it in the coming months.

The agreement from 2006 regarding County Hwy. R between Portage County and the Village was designed in regard to the H20 project, which never happened. Because of that, the funding mechanism is not there, and this is no longer a feasible option for the village. Mr. Kunst thanked Mr. Check, the Highway Commissioner, for working with us on a reasonable solution. Possible options were discussed. The agreement is out of date, and we need to get this worked out and move forward. Mr. Haga commented that the Highway Commissioner told him about a funding source available through the county. If everyone participates, this will be very manageable and will be in everyone’s best interest to cooperate and get this done. Mr. Haga also discussed the walking path on the west side of County Hwy. R and what areas still need to be completed. He stated the walking path would be well-utilized.

Mr. Kunst stated County Hwy. B from I-39 to Wisconsin Avenue will be reconstructed next year. There will be a public information meeting on September 27 at 5:00pm at the Portage County Highway building. The proposed first phase would be from I-39 to Hoover Avenue. They are proposing completely shutting down one side at a time as opposed to leaving one lane of traffic open at all times. The next two phases would be the same going west to Wisconsin Avenue and as part of phase 3, they would close down the entire Hoover intersection for an approximate two week period. Traffic will be detoured as necessary. Moving to the west there will be an off-street path on the south side of that corridor. There will be a controlled intersection with lights going up at Mecca. Mr. Haga asked about the costs for the lights at Mecca and who will have control of the lights. Mr. Ballard asked if any options were looked at for an overpass for a walking path over Highway B. Mr. Kunst stated they have not. The amount of real estate needed to do that would extend to a lot of private properties not making it feasible.

Village staff have engaged in talks about making significant needed improvements to the municipal building. This has been discussed as part of the five-year financial plan for the Village. The village has been in this building for 45 years and we need to plan for the next 50 years and what will best serve the village long-term. We are at capacity and need to do something. Mr. Wolf praised Mr. Kunst and the Police and Fire Departments for getting that conversation going and being pro-active in this approach to keep the Village ready to handle everything it has to handle in the future.

Mr. Ballard stated he received a mailer from the Solar Commission in Wisconsin Rapids. He believes they are trying to drum up support.

**16. SUCH OTHER BUSINESS AS IS AUTHORIZED BY LAW**

Mr. Fritz stated he is no longer the Solid Waste representative for the Village since he is now on the Portage County Board of Supervisors. Sarah Luchini was appointed last night to take his place.

Mr. Fritz also discussed the E-cycle event at Portage County Solid Waste on October 12, stating this is a free event. It includes electronics.

**17. ADJOURNMENT SUBJECT TO CALL OF THE CHAIR**

✓ **Mr. Tessmann motioned to adjourn at 7:15p.m. Mr. Haga seconded, and the motion carried.**

Submitted by Tammy Wojtalewicz, Village Clerk