

Village Board Meeting

Wednesday, November 17, 2021

6:00 p.m.

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

Others Present: Dan Mahoney, Karen Swanson, Dan Ault, Matt Saloun, Angel Gebeau

1. Mr. Davies called the meeting to order at 6:00 p.m. Pledge of Allegiance.
2. MINUTES
 ✓ **Mr. Wolf moved to approve the minutes of the meetings of November 3 and November 8, 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. Raabe seconded and the motion carried.**
6. PUBLIC HEARING – 2022 VILLAGE OF PLOVER BUDGET
 Mr. Davies declared the public hearing for the 2022 Village of Plover budget open.

 There was no one present to speak in favor of or against the proposed 2022 Village of Plover budget.

 ✓ **Mr. Tessmann moved, at 6:03 p.m., to close the public hearing. Mr. Raabe seconded and the motion carried.**
7. RESOLUTION 11-34-21 – 2022 VILLAGE OF PLOVER BUDGET
 ✓ **Mr. Damrau moved to adopt Resolution 11-34-21 approving the 2022 Village of Plover budget as presented Mr. Tessmann seconded and the motion carried unanimously by Roll Call vote.**
8. RESOLUTION 11-35-21 – RESOLUTION CLARIFYING PAYMENT IN LIEU OF TAXES DUE TO THE VILLAGE FROM THE WATER UTILITY
 ✓ **Mr. Raabe moved to accept the recommendation from the Water/Wastewater Utility Committee and adopt Resolution 11-35-21 clarifying Payment in Lieu of Taxes due to the Village from the Water Utility. Mr. Damrau seconded and the motion carried unanimously by Roll Call vote.**

REQUEST TO FILL THE WATER UTILITY ASSISTANT MANAGER POSITION

- ✓ **Mr. Damrau moved to accept the recommendation from the Water/Wastewater Utility Committee and approve the request to fill the Water Utility Assistant Manager position.**

Mr. Saloun discussed the DNR mandated compliance with private well testing and the increased frequency of water testing due to the Village's growth. Mr. Wolf felt that the private well permitting process could be an enforcement nightmare for the Water Department staff. Mr. Mahoney discussed this as being another state unfunded mandate.

Motion carried.

9. BARTENDER LICENSES

The Board reviewed the Clerk's memo listing applicants for bartender licenses, copy attached.

- ✓ **Mr. Damrau moved to approve bartender licenses for the applicants listed. Mr. Fritz seconded and the motion carried.**

10. DAVID NORTHWOOD – APPLICATION FOR SECONDHAND GUN DEALERS LICENSE – 1001 THEATRE DR.

The Clerk explained that Mr. Northwood is requesting to move his Secondhand Gun Dealers business from his current home to 1001 Theatre Dr. Staff has been in contact with the state's federal arms dealer license representative, and they will be approving transfer of his federal license upon approval of the village's license.

- ✓ **Mr. Raabe moved to approve David Northwood's application for a Secondhand Gun Dealers license at 1001 Theatre Dr. Mr. Tessmann seconded and the motion carried.**

11. EXTENSION OF TRANSPORTATION AGREEMENT WITH THE CITY OF STEVENS POINT – CROSSROADS COMMONS BUS SERVICE

Mr. Mahoney referred to the Transportation Agreement with the City of Stevens Point for bus service to the Crossroads Commons area, copy attached. He stated that it is a three-year extension of the current agreement and the businesses cover the cost.

- ✓ **Mr. Damrau moved to approve the three-year extension of the Transportation Agreement with the City of Stevens Point for Crossroads Commons bus service. Mr. Wolf seconded and the motion carried.**

12. PROFESSIONAL SERVICES CONTRACT FOR BUILDING INSPECTION SERVICES WITH THE VILLAGE OF WHITING

Mr. Mahoney discussed the current contract for building inspection services with the Village of Whiting working well for both parties. The proposed contract includes a five-year extension with a 2% annual increase of the contract fee. The fee increase was suggested by the Village of Whiting and the agreement has already been approved by their board.

- ✓ **Mr. Raabe moved to approve the Professional Services Contract for Building Inspection Services with the Village of Whiting as presented. Mr. Tessmann seconded and the motion carried.**

13. VACATION CARRYOVER REQUESTS

Mr. Mahoney discussed the village's policy of allowing employees to carry over unused vacation to the next year equal to their annual accrual. He discussed last year's COVID policy whereby all unused 2020 vacation was able to be carried over to 2021. A few employees were not able to reduce their accrual below what was carried over due to extenuating circumstances as follows:

Deb Edwards, Assessor, has 374.25 hours to carry over due the property assessment revaluation currently underway, however, she will be buying out 40 hours per village policy. Therefore, her request is to carry over 227.25 hours of unused vacation.

- ✓ **Mr. Ballard moved to approve the request by Ms. Edwards to carry over 227.25 hours of unused vacation. Mr. Raabe seconded and the motion carried.**

Tim Cisewski, Assistant Fire Chief EMS/Ambulance Service, experienced considerable staff turnover in the past year and is requesting to carryover over 88 hours of unused vacation.

- ✓ **Mr. Raabe moved to approve the request by Mr. Cisewski to carry over 88 hours of unused vacation. Mr. Damrau seconded and the motion carried.**

Dan Mahoney, Administrator, recapped his discussions with the board this past year, of continuously putting in more than 40 hours a week due to his work load. As of November 1st, he still had 401.75 hours of unused vacation and doesn't see being able to use any of it before the end of the year.

- ✓ **Mr. Damrau moved to approve the request by Mr. Mahoney to carry over 401.75 hours of unused vacation. Mr. Raabe seconded and the motion carried.**

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

Mr. Mahoney referred to Change Order #3 to Contract A, General Site Construction, for the Lake Pacawa Park – Phase 2 Site Redevelopment project, copy attached. He explained that 4 changes are covered relating to adjustments for the beach area and the boat ramp area, pond aeration, and extending water to the Hoover rental house. He stated that the change order is in the amount of \$18,186.70 and will be covered by the project's contingency.

- ✓ **Mr. Tessmann moved to approve Change Order No. 3 to Contract A, General Site Construction, for the Lake Pacawa Park – Phase 2 Site Redevelopment project, in the amount of \$18,186.70. Mr. Raabe seconded and the motion carried.**

15. ENGINEER'S REPORT

Ms. Gebeau stated that the Cumberland Dr. extension is going well and inspections continue on the Springville Dam improvement project.

16. ADMINISTRATOR'S REPORT

None.

17. CLOSED SESSION

- ✓ **Mr. Damrau moved, at 6:35 p.m., to go into Closed Session under WI State Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and more specifically relating to the Village Administrator, Public Works Manager, and Police Chief appointments. Mr. Raabe seconded and the motion carried unanimously by Roll Call vote.**
- ✓ **Mr. Tessmann moved, at 6:49 p.m. to return to open session. Mr. Fritz seconded and the motion carried unanimously by Roll Call vote.**

18. POSSIBLE DISCUSSION AND POSSIBLE CONSIDERATION OF THE VILLAGE ADMINISTRATOR, PUBLIC WORKS MANAGER, AND POLICE CHIEF APPOINTMENTS

- ✓ **Mr. Fritz moved to approve the Public Works Manager pay rate, as discussed in closed session, for Mr. Hopfensperger, effective 11/28/21. Mr. Wolf seconded and the motion carried.**
- ✓ **Mr. Raabe moved to approve the Police Chief pay rate, as discussed in closed session, for Mr. Fox, effective 11/28/21. Mr. Tessmann seconded and the motion carried.**
- ✓ **Mr. Tessmann moved to approve the Administrator pay rate, as discussed in closed session, for Mr. Ault, effective 11/28/21. Mr. Fritz seconded and the motion carried.**

19. Mr. Tessmann moved to adjourn at 6:55 p.m. Mr. Damrau seconded and the motion carried.