

VILLAGE OF PARDEEVILLE
PARDEEVILLE VILLAGE BOARD MINUTES
Village Hall – 114 Lake Street, Pardeeville
Tuesday July 16, 2019 at 6:30 p.m.

Call to Order: The regular meeting of the Village of Pardeeville governing body met on Tuesday, July 16, 2019 at the Village Hall at 114 Lake Street in Pardeeville. Village President Possehl called the meeting to order at 6:30 p.m. and Jennifer Becker, Clerk/Treasurer served as secretary.

Roll Call: All trustees were present; Also, present, were: Clerk/Treasurer Becker, DPW Salmon, Dick Depies; Barry Pufahl, Joan Foster, Brian Hood, Jake Kallies, Sgt. Menard, Cheryl Fahrner and Kathy Cook.

Verification of the posting of agenda: The agenda was properly posted at the Pardeeville Village Hall, the Pardeeville Library and the Pardeeville Post Office.

Agenda Approval:

MOTION Pease/Ziehmke to approve agenda as presented. Motion carried unanimously.

Minutes Approval:

MOTION Abrath/Blader to approve the minutes from June 18, 2019. Motion carried unanimously.

Comments from the Floor: Pufahl was present as a member of the County Board to share their wage study that was compiled by Carlson Dettman. Kathy Cook inquired about a tarp for a fence in the alley – clerk will look into that.

Communications & Reports:

- **Library Report:** Michael Haynes stated they would like the Village to paint the stalls in the lot between First Weber and the Library – DPW Salmon will look into.
- **EMS Commission Report:** Abrath reported that they are working on flexible staffing; 70% paramedic and looking to go 100% paramedic; majority are still volunteer – currently 4 on staff at \$10/hour.
- **Ordinance & Violation report** – report was reviewed and discussed. Clerk is working with a few residents/property owners that have inquired about natural lawns and per ordinance a permit is required.
- **Sheriff's Report:** was reviewed and discussed.
- **Clerk/Treasurer and Financial Report:** reports were reviewed and discussed; request to pull full cost of all playground improvements once all invoices are entered.
- **DPW Report** – DPW Salmon made a few remarks on her report: the sweeper is out of commission again and will cost approximately \$3k to fix, only worth \$20K; has looked into renting one as the cost is \$900/wk vs. \$250K to purchase new. Met with VFW, they would like to make some improvements at the park – Salmon's questions/suggests if the Village should install the lateral for bathrooms and absorb that cost if they work to install bathrooms within the next couple years. Finally, it was discovered that there is a shut-off on the south side of the lake for utilities that

go under the lake; it was found by chance and located several feet under the asphalt. Good news for the utility as we only need to install one on the northside now.

Committee/Commission Minutes: committee minutes were reviewed.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Presentation of Bills for Approval:

MOTION Abrath/Blader to approve bills as presented. **Roll Call Vote:** Motion carried unanimously.

Wage Study

DPW Salmon was asked to conduct a wage study and develop a plan for reviews/raises going forward. Data was gathered from the MEWU and multiple municipalities around the same size with electric utilities. DPW Salmon presented a memo outlining the information in the study, job descriptions, explained how positions have changed in the past two years and presented a plan for reviews and raises moving forward. Brian Hood from Alliant Energy and Jake Kallies – Mayor of New Lisbon were in attendance to answer any questions the board may have in regards to the findings and what is needed for electric utilities in regards to personnel. The board felt Mt. Horeb should be removed from the study as they are larger in size and wanted to see if we asked any neighboring municipalities what their wages are; Clerk replied that we have asked some similar in size can look into others if need be. A couple members wanted a copy of the County Wage Study that was presented by Pufahl and others wanted to see how raises have been done historically – both items will be emailed to board on Wednesday by the clerk.

MOTION Buckley/Abrath to bring back at August 6th meeting in closed session for discussion. Motion carried unanimously.

Special Events Review Application - PABA Sidewalk Sales

The application was received and they were asking for the Village lot between Pharmacy and Upper Crust to be closed off for Vendors. Clerk called and stated that in the past there was no business on either side of the lot and that closing it off was not an issue; currently we have businesses on both sides and Saturdays are busy for the pharmacy. The Pharmacy submitted a letter for the board to review and discussion on whether or not more sidewalk could be utilized in front of businesses that are closed. **MOTION Haynes/Buckley** to leave North side of lot open to parking/patrons who can then exit via the back alley.; close off the south side for vendors and look into the possibility of utilizing more sidewalk. Motion carried unanimously

Special events review application – Pardeeville Watermelon Fest

Dick Depies was present to answer any questions, pretty similar to years past. Clerk mentioned that a list of vendors would need to be presented prior to the event for Village review as required in the application. No questions were presented.

MOTION Abrath/Buckley to approve application as presented. Motion carried unanimously.

Special events review application – Pardeeville Cruise in band nite

MOTION Haynes/Abrath to approve application as presented. Motion carried unanimously.

Beer Garden Permit for Caddy Shack – August 10

MOTION Abrath/Pease to approve application as presented. Motion carried unanimously.

Liquor Licensing – operator license applications

List of new and renewal operator license applications were provided for review. No issues with background checks.

MOTION Ziehmke/Blader to approve list as presented. Motion carried unanimously.

Revision to ordinance 9-3-2 – Littering Prohibited

The clerk was asked to look into an ordinance for the yard waste site in regards to leaving items that are not allowed. It was determined that we could revise current ordinance and address yard waste site within so a new revision was presented to the board for review.

MOTION Abrath/Buckley to approve revision to ordinance 9-3-2 as presented. Motion carried unanimously.

Village Hall Vehicle

The staff was asked to look into vehicles that are in the state bid for purchase. We received information on Ford and Jeep vehicles and the Jeeps were quoted for the board to review. They think the prices are still too high and want DPW Salmon to go test drive vehicles before they make a final decision. It was suggested that the Jeep is not the way to go and that the staff call local dealerships and get pricing/test drive and then bring back to the board at an August meeting. No formal action taken.

Approval of Megan Kopfhamer to Library Board

A Village representative to the Library Board resigned after the committees were approved at the April meeting and the Village President needed to appoint someone to fill that spot which is why this is coming to the board now.

MOTION Haynes/Abrath to approve as presented.

CCEDC Request for support from the Village for 2020

Cheryl Fahrner was presented to discuss the need for communities to fund CCEDC and Tourism for the 2020 fiscal year. She presented the board with the current Travel guide and the clerk presented the letter with their request on it for review. Fahrner stated that she had worked with previous Village President Becker on items for Pardeeville and our events get good hits on their website (analytic reports). The board stated they have asked in the past and would ask again if she would come out and establish “office hours” in Pardeeville so that if someone had a question or wanted more information it would be easily accessed; she said she would look into that. The board also asked if more information could be presented as far as what has been done in Pardeeville and the analytic reports. The clerk will work with her on that and establishing a meeting to return and present the findings.

Approval for date of large item collection in Village

Columbia County Recycling; as part of our contract with them; will bring dumpsters into town one time for large item collection. Residents will be required to get items to the location established and only dump items that are listed as collectable. The dates available are August 23rd or September 13th.

MOTION Possehl/Ziehmke to arrange large item collection for September 13th and have clerk get a list of acceptable items along with date out to residents. Motion carried unanimously.

Fence for Yard Waste Site

DPW Salmon received three quotes for the fence at the yard waste site; Berg Builders was the low bidder at \$3350.0

MOTION Abrath/Haynes to proceed with fence from Berg Builders at a cost of \$3350.00. **ROLL CALL VOTE:** Motion carried unanimously.

Gravel Driveway for waste site on Vince St.

DPW Salmon received one formal bid and one verbal for a gravel road which is not an immediate requirement but something we would want before fall/winter. The board would like her to inquire with a couple more places and then have her make the decision.

MOTION Haynes/Abrath to have DPW gather more bids and then proceed as long as cost does not exceed \$5,000. **ROLL CALL VOTE:** Motion carried unanimously.

Spring Structures for playground areas

Possehl has completed 3 of the five spring structures and they are here for the board to see.

Everyone was pleased with how they turned out and would like the other two and 4-horse structure to be completed also. Discussion on which parks they should be placed in and if they need to be inside the enclosed wood chipped areas (DPW Salmon will look into this).

MOTION Haynes/Ziehmke to place 4-horse in Chandler Park, A horse and chipmunk in Wescott Park, A horse in Veteran's Park and the Pelican and Rocket at Volunteer Park. Motion carried unanimously.

Skid Steer

The Public Works, Parks & Property committee recommended that DPW Salmon look into a skid steer for purchase and bring back to the board with cost, attachments that would be needed and which budget cycle to put purchase into. Salmon reported that Brooks tractor would match the deal with Mid-State to allow for purchase and then replacement each year for three years at a cost of \$700/per year with tire swap. Board questioned if a John Deere was the way to go or if other models were considered. DPW will look into to other models and recommends we purchase in 2020.

MOTION Possehl/Ziehmke to approve budgeting skid steer for next year. Motion carried unanimously.

Longevity Policy

Longevity was presented at the last meeting and was recommended to bring back to the board this month. The policy presented was a flat amount each year for each year of service starting at an employees' 6th year of employment. The board asked what other communities do and DPW Salmon referenced the wage study where some communities do a fixed amount each year and others do a range such as 5-9 years: \$150; 10-14 years \$300, and >15 years \$500 as an example. Some felt a range would be better than a fixed amount each year; others were not sure; and that wages should be discussed and decided on first and then discuss this idea.

MOTION Buckley/Pease to not approve a longevity policy and look into alternative ways to reward employees for continued job performance/years of service. Motion carried with Possehl and Ziehmke opposed.

Discussion/Action on elimination of committee meetings and moving to two board meetings per month.

Last month this idea was presented as many items are duplicated amongst meeting and time for approval takes longer if an item misses a board meeting; the thought was to have two board meetings so that items could be approved faster and discussion would all take place at one time with everyone present. Utility Commission would continue and committees would be named and used if there are big projects.

MOTION Ziehmke/Haynes to move to two board meetings per month beginning August 6th; bills would be presented at both meetings; reports only at the 2nd meeting; and board members would be allowed to miss up to 4 meetings per year with approval from Village President. Motion carried unanimously.

Adjourn: The meeting adjourned by Possehl at 10:30 p.m.

Jennifer Becker, Clerk/Treasurer/Utility Clerk
Approved 8/6/2019