

**VILLAGE OF PARDEEVILLE**  
**PARDEEVILLE VILLAGE BOARD MINUTES**  
**Village Hall – 114 Lake Street, Pardeeville**  
**Tuesday, May 4, 2021 at 6:30 p.m.**

**Call to Order:** The regular meeting of the Village of Pardeeville governing body met on Tuesday, May 4, 2021 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 Robin Bortz, Casey Lyons, Courtney Oswald, Meg Roback-ADCI, Kathy & Curtis Cook, Jeff Thelen – MSA, Jake Breneman, David Price, Rick Wendt, Bob and Kris Wentworth, Doug & Sheryl Trumbower, Sarah Killoran, Angie Engelmann, Erin Salmon – Administrator/DPW and Jennifer Becker – Clerk/Treasurer.

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

**Agenda Approval:**

**MOTION Abrath/Babcock** to approve agenda as presented. Motion carried unanimously.

**Minute's approval:**

**MOTION Babcock/Abrath** to approve previous meeting minutes as presented. Motion carried unanimously.

**Comments from the Floor:** None

**Communications & Reports:**

- **Angie Williams Cox Library:** They are beginning plans for a summer virtual program; they now have a YouTube channel and Facebook page...be sure to check those out. The archiving program is still underway, they have conducted 30 interviews and are working on photos and postcards.
- **Ordinance Violation Report:** report was reviewed and noted that there are more coming to the list. Salmon pointed out that Huddleston fixed the gap in the fence and the attorney had been notified.
- **DPW/Administrator Report** – Report was reviewed and discussion on CBI Airgap sealing is needed for the water tower per DNR. Death wobble on Brian's truck, Jen training with Civic and making sure accounts balance out; Babcock wanted to make sure that cash transactions are being reviewed by two employees and Becker stated that yes, we oversee each other's deposits to eliminate concern. Salmon has been in contact with IKWE on their interest in projects in Pardeeville. She also wanted to let the board know that IKWE does not use MSA as their engineer; and that means that Joe has been assisting with the project knowing that he will not be involved in the long run. For him it's about seeing Pardeeville grow and prosper. Discussion on the DNR conference with Sophia Stevenson and how our water system got rave reviews on our cross-connection program which she stated "is the best in the County." Finally, Salmon wanted to point that she, Aaron Torgerson and Jesse Mowery attended the MEUW conference in Baraboo where Mowery was invited up on stage and recognized for completing his apprenticeship schooling (was done in 2020 but with covid no formal graduation.)

## **OLD Business**

### **Floor outlets for Senior Center**

At the last meeting there was some discussion on the floor outlets and whether or not they would be a trip hazard for those utilizing the Senior Center. Roback with ADCI sent information on two designs, one current is rectangular or a circle version both sit flush with the floor and should not be a trip hazard. There was discussion on if they were needed. It was determined that with approximately 16 quilters they would be utilized. Roback confirmed that should they want to be abandoned down the road they could be and that space capped off.

**MOTION Haynes/Abrath** to proceed with the rectangular, Wirewood boxes for the Senior center floor outlets. Motion carried unanimously.

### **Senior Center Cost Estimate – CDBG Application**

The budget and application were reviewed and it was noted that if we increased the budget to include alternates, we would be eligible for the maximum match. The question was raised regarding last year's application and if the same people were reviewing; would this make us "look bad." Thelen pointed out that the department is looking for high dollar projects so there is less to administer. The amount of funds available will vary based on stimulus funds received by the DOA.

**MOTION Abrath/Balsiger** to increase budget for Senior Center to include alternate. Motion carried unanimously.

## **NEW Business**

### **Resolution 21-R06 CDBG Grant Authorization Resolution**

The resolution is to authorize the filing of the CDBG grant application by MSA was presented for review.

**MOTION Haynes/Holtan** to approve the resolution as presented. Motion carried unanimously.

### **Resolution 21-R07 CDBG Grant Matching Funds Resolution**

The resolution is to note the matching funds the Village has for the grant application.

**MOTION Haynes/Holtan** to approve the resolution as presented. Motion carried unanimously.

### **Lock Box ordinance**

This idea came out of our Emergency Management committee that met last year. Fire Chief Rick Wendt wanted the Village to look into as other communities do this and its beneficial. The idea was presented at PABA and some members felt it was not necessary or should not be required. One suggestion was to make this voluntary and allow businesses to sign a waiver and "opt out." It was stated that if it's an ordinance then there cannot be an option to "opt out." Currently there are three businesses in town that have them. Further discussion on if it should just be for new businesses. It was pointed out that some of the business's downtown are brick and installing a flush box could be costly. Decision to make it required for new construction and not existing buildings. This will be revised and brought back for second reading and then adoption.

No formal action taken.

### **Food Trucks in the Village**

Food trucks have started coming into the Village and currently we do not have any permits or ordinances in place. Salmon provided a brief history And what led to this. It was decided that we should have the discussion with both PABA (they were invited to the meeting) and the board so that everyone was on the same page. Discussion took place on issues that surrounded the food truck being parked directly on main street and its effect on other businesses. Another business pointed out that while competition is good it also seems unfair that food trucks are allowed to come in and cherry pick business. Some pointed out that the variety is nice and that they frequent both the food trucks and the local eateries. Bob Wentworth from Old Chicago stated that he had nothing but good things to say about the taco truck being in town and that he and Jose are working together in brining margaritas to town (with some of the proceeds going to the VFW.) Bringing these trucks in, brings people from other communities and they may find another business to stop at or even another eatery that they have not

tried. We all want downtown Pardeeville to be prosperous and the more people we can draw in the better. The board determined that the permit process would be the best way to go. Discussion then continued as to how often and where the trucks would be placed.

**MOTION Babcock/Abrath** to establish a mobile food establishment permit; \$50.00 non-refundable quarterly charge; one day per week per truck (week defined as Sunday – Saturday) and the truck be located on private property with owners' consent or Municipal with Village consent. The Village may deny permit dates based on established special events in the community. Motion carried unanimously.

#### **PABA Digital Sign**

Kathy Cook with PABA was presented to ask the Village if they would assist with the cost of a digital sign like the Village of Wyocena just put in. Cost for something is around \$16K and they asked the Lenz Foundation and were not awarded any money. There was discussion on if there is a determined location for the sign as it has to meet State and County regulations. Cook stated there have been some locations discussed but nothing determined as of yet. Salmon stated this could be presented to the Public Utility commission; perhaps the Village could assist by providing the electric service to the sign. Next utility commission meeting is June 7<sup>th</sup>. The clerk will follow up with Cook the week prior and see if she has anything ready for the agenda.

No formal action taken.

#### **Special Events Review Application - Pardeeville Car Show**

Dave Price and Jake Breneman were presented to update the board on the request for the Car show in September. They would like to move forward; however, Columbia County Health is stating they should not due to the high density of people. They are optimistic that the event can go on with guidelines in place as things could change by September. The board is in favor of the event.

**Motion Abrath/Babcock** to approve the application as presented. Motion carried unanimously.

#### **Certificate of Congratulations – Mae Lueck 100<sup>th</sup> Birthday**

A resident stopped in and recommended that the Village recognize Mae Lueck for her 100<sup>th</sup> Birthday. The clerk reached out to others to get an example of what communities do for residents and a certificate of Congratulations was presented.

**MOTION Abrath/Holtan** to approve certificate as presented. Dave Price recommended a plaque and contributing towards it; the clerk will look into. Motion carried unanimously.

#### **Village Committee Assignments**

The new committee assignments were presented for review. Balsiger pointed out that he is only on one committee and would like more if possible. Change made and Balsiger will replace Abrath on Public Works, Parks & Property.

**MOTION Holtan/Balsiger** to approve with changes. Motion carried unanimously.

#### **Sheriff Contract**

The three-year renewal contract was presented to the board for review. No questions were asked.

**MOTION Babcock/Abrath** to approve the contract as provided. Motion carried unanimously.

#### **Presentation of the bills for approval**

**MOTION Holtan/Chapman** to approve the bills as presented. **Roll call vote:** motion carried unanimously.

**Adjourn:** The meeting adjourned by Possehl at 8:51 p.m.

---

Jennifer Becker, Clerk/Treasurer

Approved 5/18/2021

## **CDBG PUBLIC HEARING MINUTES**

**MAY 4, 2021**

### **Identification of total potential funds**

CDBG was enacted through the Housing and Community Development Act of 1974. The Wisconsin Department of Administration (DOA) has administered CDBG funds since 1982; its goals include benefit to LMI (low- and moderate-income) households; targets funding to areas of greatest need; housing, public facilities and economic development. DOA historically receives approximately \$30 million (general estimate) per year for housing rehabilitation, public infrastructure improvements (Water, sewer, storm sewer, etc.), emergency infrastructure and economic development in exchange for job creation. CDBG programs are divided in housing (CDBG-HSG), planning (CDBG-PLNG), public facilities (CDBG-PF), economic development (CDBG-ED) and public facilities for economic development (CDBG-PFED).

The City is applying for \$1,000,000 of CDBG-PF funding for the construction of a senior center. No relocation will be necessary.

### **Eligible CDBG Activities**

- A.** Housing (CDBG-HSG): rehabilitation for owner-occupied and renter-occupied units: LMI home buyer (“Homestead”) programs; handicapped accessibility projects; housing site preparation; housing site acquisition and occupant relocation; blight elimination through demolition of structures; and neighborhood public facilities projects.
- B.** Planning Grant (CDBG-PLNG): The program’s goals are to help communities develop clear and actionable strategies for addressing site specific, neighborhood, community or regional economic or development needs and to improve the quality of community or economic development projects by helping to fund local plans.
- C.** Public Facilities (CDBG-PF): water facilities including mains, looping, extensions, treatment, source, hydrants, valves; sewerage including collector and interceptor mains, lift stations, treatment plants and lagoons, and dechlorination facilities; storm sewers; certain fire system components; handicapped accessibility; and community centers. CDBG typically funds 20%-50% of the total project costs. However, most awards are limited to \$500,000.
- D.** Economic Development (CDBG-ED): low interest loans to business in exchange for job creation.
- E.** Public Facilities for Economic Development (CDBG-PFED): business or industrial park water systems; sewerage systems; roads; infrastructure in support of business attraction/expansion and job creation.

### **Community development needs identified by Common Council and the general public**

No housing or community development needs were identified by the Village Board. There were no public comments.