

**VILLAGE OF PARDEEVILLE**  
**PARDEEVILLE VILLAGE BOARD MINUTES**  
**Village Hall – 114 Lake Street, Pardeeville**  
**Tuesday, June 1<sup>st</sup>, 2021 at 6:30 p.m.**

**Call to Order:** The regular meeting of the Village of Pardeeville governing body met on Tuesday, June 1<sup>st</sup> 2021 at the Village Hall at 114 Lake Street in Pardeeville. Village President Possehl called the meeting to order at 6:40 p.m. and Jennifer Becker, Clerk/Treasurer served as secretary.

**Roll Call:** All trustees were present. Also, present were Jill Hagen, Michelle Lickness & Nicole Miller with IKWE Development, Joe DeYoung – MSA, 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/Balsiger** to approve agenda as presented. Motion carried unanimously.

**Minute's approval:**

**MOTION Holtan/Chapman** to approve previous meeting minutes as presented. Motion carried unanimously.

**Comments from the Floor:** Trustee Babcock mentioned a BBQ Spit for a class reunion in the park in July, President Possehl asked that the person requesting make a formal request to the board.

**Communications & Reports:**

- **Angie Williams Cox Library:** They acknowledged the lock box discussion and currently give the fire department a key; they may look into this in the future. Change in staffing for fall and director position is being discussed; officers for the library board will be elected soon and they have been discussing what to do with the property.
- **Ordinance Violation Report:** report was reviewed; concern on the property at the corner of Don and E. Chestnut Street – will contact the landlord to see if more can be done.
- **DPW/Administrator Report** – Report was reviewed and discussion on the garage project – currently paving and need a final inspection prior to occupancy. Salmon pointed out that the surgery needed for one of the employees has been pushed off at this time; Lake level is currently at our low level of 7.20 at the request of the D.O. T. for the culverts going in on Hwy 44; Babcock questioned the outsourcing of work on the generator at Village Hall and why our linemen are not doing it– Salmon explained that we need a certified electrician to do the electrical work and that we will need a master plumber to install the gas line as well. Haynes asked about the work at the Hydro and why our linemen cannot do it and Salmon stated that was computer related and our crew was not equipped to handle the needed work on that.

**OLD Business**

**Discussion on Senior Housing Concept – IKWE Development**

Michelle and Nicole were present to discuss the concept for the senior housing development. Provided the board with a full presentation on the size of the building, layout of rooms and care being offered, building and infrastructure estimates. Currently looking for investors and have recently met with both banks in town. It was mentioned to reach out to Steve Jacobsen with Fairway Mortgage and there may be others. This is projected to be a Spring 2022 build depending on how the investors come in and how the project moves forward. They recommend that we focus on what helps us grow vs. dealing with existing problems at this time. Good comments and excitement on the possibility of getting this project

off the ground. Salmon noted that IKWE will honor MSA as their engineer since they are thus far vested & the Villages engineer as well.

No formal action taken.

#### **Update on Foote development/concept**

MSA has been working with Steve Foote on the potential development off Vince Street (currently the yard waste site). A concept showing the proposed 4-unit buildings was presented to the board. DeYoung stated that after conducting a wetland delineation it has been determined there is less wetland to the west of where the street would continue off Vince which would allow for another "cluster" development that Foote is presenting. Foote would like to get started with the concrete work in 2021 and purchase the property in 2022 and is hoping we will be able to extend the road enough to allow for the project to get started. DeYoung would like to see a developer agreement on the agenda for June 15<sup>th</sup>. De young then discussed the TIF and how this would impact it (along with the IKWE development project.) There will be cost involved to get this going, but its something we will want to start on and get implemented for 2022.

No formal action taken.

#### **Adoption of Ordinance 14-56 Lockbox**

The final draft was presented for adoption.

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

#### **NEW Business**

##### **Beer Garden permit - Pardeeville 4<sup>th</sup> of July**

The 4<sup>th</sup> of July committee would like to have a beer garden in Chandler Park on Saturday, July 3<sup>rd</sup> from 4 p.m. to 10 p.m.

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

##### **Special events review application - Pardeeville 4<sup>th</sup> of July for Saturday July 3<sup>rd</sup>**

The 4<sup>th</sup> of July committee would like to have the band and food trucks in the park until 11 p.m.

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

##### **Fireworks permit for Pardeeville 4<sup>th</sup> of July**

The 4<sup>th</sup> of July committee submitted their application for fireworks on Saturday July 3<sup>rd</sup>.

**MOTION Holtan/Balsiger** to approve the application as presented. Motion carried unanimously.

##### **Beer Garden permit – Caddy Shack, Saturday July 17<sup>th</sup>**

Caddy Shack would like a beer garden permit to serve outside on Saturday, July 17<sup>th</sup> from 11 a.m. to 4:00 p.m. Neighbors were sent letters.

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

##### **Special events review application Grace Presbyterian Church**

An application from Grace Presbyterian Church was submitted to use the park August 17<sup>th</sup> – August 20<sup>th</sup> from 7:30 a.m. to 12 noon.

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

##### **Special events review application Cornhole tournament on July 24<sup>th</sup>**

An application to hold a cornhole tournament on the small ball field was presented.

**MOTION Holtan/Balsiger** to approve as presented. Motion carried unanimously.

##### **Special Events review application – Sidewalk Sales August 14<sup>th</sup>**

The application for sidewalk sales was presented and questions raised on the layout of vendors and food trucks. Asked to table till June 15<sup>th</sup> and have Sarah Killoran come to answer questions.

**Additional agents for Piper’s Place**

Applications for additional agents at Piper’s Place, 214 N Main St. were presented for approval.

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

**Lake Street Line rebuild project -award bid**

Salmon explained that bid opening was Thursday, May 27<sup>th</sup> and the low bidder was Push Inc. With that came some controversy as there was an addendum that was to be acknowledged via email and submitted with the bid package. Push acknowledged the email and sent back but did not include in the bid package. The attorney was contacted as this is a rare situation and wanted to be sure it was handled correctly. Attorney stated we can accept the bid waiving the requirement for the addendum to be in the bid package as long as it was received. Salmon stated it was received on Tuesday, June 1<sup>st</sup>.

Further discussion on how our crew was going to be assisting with the project and how much are we saving. Salmon stated that while they are able to help with some of the work there was no formal report done on the cost savings; she proceeded to ask if they would like PSE to do a study to determine that. There are some jobs that come up where we will need to contract out. We don’t have enough crewmen, or equipment to pull tension on the primary lines. It is planned that we will assist in many other ways though. There is concern that we are questioning the lineman too often and they feel like they are being picked on. Haynes stated he just has questions and we are responsible to the constituents of the Village, at an annual budget amount of \$110K.

**MOTION Abrath/Possehl** to award bid to Push Inc, acknowledging budget and the addendum was not received with the bid package but was received by PSE via email and send to the office on June 1st. Motion carried unanimously.

**Resolution 21-R08 Support for a strong state and local partnership**

Clerk/Treasurer Becker wanted to ask the support of the board in approving a resolution to present to state legislature that would support a change to shared revenue funding to the municipalities.

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

**Office Assistant Position – recommendation from Finance and Personnel**

The finance and personnel committee met before the meeting and are making the recommendation to hire Brooke Peterson.

**MOTION Babcock/Chapman** to accept recommendation and have Salmon offer the position to Brooke Peterson. Motion carried with Abrath opposed.

**Office Hours Friday, July 2<sup>nd</sup>**

Possehl brought up the idea of closing the office 2 hours early on Friday, July 2<sup>nd</sup> due to the holiday weekend. Question raised on how this would be handled and would it be only for the office staff or the public works staff as well. Salmon stated that the public works staff could also be done early if their work was done. Another question on why we have had overtime and now are asking to close early and would this be paid or would staff have to use their vacation/comp/no pay. Salmon said the concept is simply to close office at 2:00 p.m. and Public Works may choose to stay. Babcock questioned the quality of work performed if not supervised. Salmon stated she would not be leaving at 2:00 p.m.

**MOTION Possehl/Abrath** to allow office to close at 2:00 p.m. staff will need to use vacation/personal/comp or no pay if they do not have the time. Motion carried unanimously.

**Presentation of the bills for approval**

**MOTION**

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

**Adjourn:** The meeting adjourned by Possehl at 9:28 p.m.