

**LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, NOVEMBER 12, 2019
MUNICIPAL OFFICE BUILDING
206 MAPLE STREET, LUXEMBURG, WI**

Members present: Ken Tebon, Jack Seidl, Dan Porath, Sue Raduenz, Dan Olson, Germaine Burkart and Lori Hurley. Others present: Clerk/Treasurer MiLissa Stipe, Rick Simonar, Linus & Mary Treml, Dennis Haen, Mike Loucks, Brian Watts, Bob Webb Nsight Representative and KCEDC Director, Richard Baker.

Public Hearing at 6:30 for Section 11.03 Manufactured Homes and Manufactured Home Parks. Discussion surrounded clarifying future replacement of manufactured homes and other issues that dealt with snow removal changes that would become effective starting in January 1, 2020. Clarifying what streets that need to have snow removal completed by the Village and the streets that are the obligation of the park owner. The Village Board President thanked the members of the committee for all their hard work on this newly formed ordinance.

1. CALL MEETING TO ORDER

Meeting was called to order at 7:00 p.m.

2. ROLL CALL

Members Ken Tebon, Jack Seidl, Dan Porath, Sue Raduenz, Dan Olson, Germaine Burkart and Lori Hurley.

3. ADOPT AGENDA

Motion (Seidl/Burkart) to approve the agenda. All ayes. Motion carried.

4. COMMENTS FROM CITIZENS

No residents present.

5. APPROVE MINUTES FROM OCTOBER 8 & 22, 2019 BOARD MEETING

Motion (Porath/Hurley) to approve minutes. All ayes. Motions carried.

6. APPROVE VOUCHERS FOR PAYMENT

Motion (Hurley/Burkart) to approve vouchers. All ayes. Motion carried.

7. DISCUSSION/DECISION ON ORDINANCE 11.03 MANUFACTURED HOMES AND MANUFACTURED HOME PARKS

Discussion regarding the questions that were presented at the public hearing were discussed. Overall, the Board was pleased with the outcome of the ordinance. It is noted that this ordinance will become in effect on January 1, 2020. All updated changes that effect the park owner will become active at the beginning of the year. Motion (Seidl/Porath) to approve Ordinance 11.03 Manufactured Homes and Manufactured Home Parks. All ayes. Motion carried.

8. DISCUSSION/DECISION ON CERTIFIED SURVEY MAP FOR MACPAUL INVESTMENTS, LLC FOR PARCEL 31-146-A-2 AT 121 COMMERCE DRIVE (DAVID O'BRIEN-BAYLAND BUILDERS INC.)

David O'Brien-Bayland Builders Inc. presented the background on the Certified Survey map. The certified survey map for 121 Commerce Drive was presented to the Board for review/approval. The property is a parcel of land with a large building that houses the Northeast WI Technical College (NWTC) satellite site, Cellcom, USDA and other businesses. The (CSM) was requested by NWTC to split the lot to allow NWTC to purchase the land/portion of building that they currently occupy. Maps of the split were presented to the Board. Motion (Porath/Burkart) to approve CSM for 121 Commerce Drive. All ayes. Motion carried.

9. 2020 BUDGET DISCUSSION; SET LEVY APPROVAL MEETING

Clerk/Treasurer Stipe presented the draft budget for 2020. The budget public notice will be published on 11/15/19 and there is a 15 day requirement for this posting. The Board agreed that December 2, 2019 at 6:00 p.m. to review/approve the municipal levy.

10. DISCUSSION/DECISION TO CREATE NEW BACK UP SIGNATURE FOR FINANCIAL TRANSACTIONS

Discussion regarding who would be interested in providing the service of being back up signature for financial transactions. Dan Porath obliged to complete the task. Motion (Porath/Burkart) to be back up signature. All ayes. Motion carried.

11. RESOLUTION (11-2019) IN SUPPORT OF NSIGHT TELESERVICES' APPLICATION FOR PUBLIC SERVICE COMMISSION OF WISCONSIN (PSCW) FY2020 BROADBAND EXPANSION GRANT TO BUILD A FIXED WIRELESS BROADBAND INTERNET SYSTEM IN THE COMMUNITY OF LUXEMBURG, WISCONSIN

Bob Webb, Nsight representative gave the background for the need of the resolution so that Nsight can pursue a grant to enhance the radio tower that was recently installed in the Village. Based on the resolution, the following rationale is: to the PSCW Broadband Expansion Grant Program FY2020 for the purpose of developing a fixed wireless broadband system that will provide broadband internet service with download/upload speeds of 25/3 Mbps to households and businesses in underserved households & businesses around the Village of Luxemburg. Motion (Porath/Raduenz) to approve Resolution 11-2019. All ayes. Motion carried.

12. REVIEW/APPROVE SALE OF PARCEL 31-146-LIP-3.4 TO KERRY DEGRAVE, 4546 SOUTH COUNTY T ROAD, DENMARK, WI 54208

Attorney Abts confirmed that all paperwork has been processed for the sale of land. A first right of refusal waiver has been completed and the property is available to sell to Kerry DeGrave. The sale of land is at a cost of \$35,000 with \$2,000 down payment. Motion (Seidl/Porath) to sell above mentioned property to Kerry & Kelly DeGrave for \$35,000. All ayes. Motion carried.

13. ENGINEERING UPDATES: SEWER LINES; VILLAGE HALL EXPANSION; WATER (SUGARBUSH); (MLS) MULTIMODAL LOCAL SUPPLEMENT GRANT (FRONTIER ROAD)

Lee Novak, Village Engineer gave the following update on village items:

- *The right of way acquisition on Frontier Road appraisal has been completed. The land to be acquired is 5.638 acres. Paperwork is in process to acquire the property. If the offer is accepted, ownership can take place. But there is allowances made to allow the owner to contest the amount of purchase and has allowable time frames if the owner chooses to do so. Lee Novak will update the Board at the next Board meeting to see where everything is at.
- *Village Hall expansion preliminary plans will be ready to present to the Board at the January 2020 meeting.
- *Sewer lines that were televised have shown (5) potential areas in the Village that are in need of replacement. Maple Street, Oak Street, Willow Street and Main Street/1st Street areas have been designated for review. Discussion will need to take place to determine which areas should be tackled first, or all of them.
- *Connection to Green Bay Water preliminary inspection has been performed, soil boring in the next few months, Water System study is being prepared with the intent to have preliminary plans to the Board by April 2020.
- * The Village will have the Engineer apply for the Multimodal grant application which allows communities to receive grants for road repairs.

14. REVIEW/TAKE ACTION ON PICNIC AND OPERATORS:

None

15. COMMITTEE REPORTS

*Rick Simonar

- Well #2 pump replacement is completed and the well is pumping well.
- Buildup of scale in the pipe from reservoir to Well #1 will need to review for cleaning.
- Well #4 aquastream process that was completed a couple of years ago will need to be completed again. Rick will get bids for the chemical process.
- Leaf pickup this fall has not been so prosperous due to the weather.
- Christmas light will be installed after Thanksgiving.

16. ANY OTHER ISSUES

- President Tebon updated the Board that he is working on an ATV ordinance with Kewaunee County.
- President Tebon that he is trying to secure purchase of the Lemens property for a downtown upgrade.

17. ADJOURN TO CLOSED SESSION PURSUANT TO SECTION 19.85 (1) (e) DELIBERATING OR NEGOTIATING THE PURCHASING OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION

Motion (Raduenz/Olson) to adjourn to closed session. All ayes. Motion carried at 8:05 p.m.

18. RECONVENE INTO OPEN SESSION

Motion (Raduenz/Burkart) to reconvene into open session. All ayes. Motion carried.

19. ACTIONS FROM CLOSED SESSION

Motion (Porath/Raduenz) the Village authorizes Moss & Associates on behalf of the Village to offer the dollar amount that Steiro Appraisal Service Inc. indicated in their appraisal review of said property. All ayes. Motion carried.

20. ADOURN TO CLOSED SESSION PURSUANT SECTION 19.85 (1) (c) CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE DATA FOR ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY

Motion (Raduenz/Hurley) to adjourn to closed session. All ayes. Motion carried at 8:30 p.m.

21. RECONVENE INTO OPEN SESSION

Motion (Raduenz/Hurley) to reconvene into open session at 9:11 p.m. All ayes. Motion carried.

22. ACTION FROM CLOSED SESSION

Motion (Porath/Burkart) future wage increases will be based on a percentage increase across the board with the ability to award merit increases with written rationale for the merit increase. All ayes. Motion carried.

23. ADJOURN

Motion (Olson/Hurley) to adjourn the meeting at 9:11 p.m. All ayes. Motion carried.

MiLissa Stipe, Clerk/Treasurer

