

LUXEMBURG VILLAGE BOARD MEETING MINUTES
TUESDAY, MARCH 13, 2018
MUNICIPAL OFFICE BUILDING
206 MAPLE STREET, LUXEMBURG, WI

Members present: Ken Tebon, Dan Olson, Jack Seidl, Lori Bonk, Sue Raduenz, Jason Carviou and Dan Porath. Others present: Clerk/Treasurer MiLissa Stipe, Public Works Supervisor Rick Simonar, Interim Police Chief Chris Gulbrand, Wade Sicklinger, Michael Bonk, Channel 26, Jon Erickson and Frank Madzarevic, candidate running for 8th District County Supervisor.

1. CALL MEETING TO ORDER

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

2. ROLL CALL

All members of the board are present.

3. ADOPT AGENDA

Motion (Carviou/Raduenz) to approve the agenda. All ayes. Motion carried.

4. APPROVE MINUTES (OPEN/CLOSED) FROM FEBRUARY 13, 2018 BOARD MEETING

Motion (Porath/Olson) to approve the (Open) February 13, 2018 minutes. All ayes. Motion carried.

Motion (Seidl/Carviou) to approve the (Closed) February 13, 2018 minutes. All ayes. Motion carried.

5. APPROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$110,850.01. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$56,551.18 was reviewed. Motion (Carviou/Porath) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

6. EMERGENCY MANAGEMENT UPDATE-WADE SICKLINGER

Wade Sicklinger updated the Village Board on the upcoming training sessions for NIMS (National Incident Management System). The upcoming dates are: March 21 and 23, 2018 at the Emergency Management Office at the Kewaunee County Fairgrounds. There is also another training session that is an industrial chemical incident exercise training session that is in a tabletop format. This will be held on April 11, 2018 from 6-9 p.m. He stated that having all the parties involved updated on their training would help in the case if there was a disaster. Being prepared and who would be taking charge is all part of the process. There is also another training opportunity on April 12, 2018 for a tornado drill. Preparedness is the key in any disaster event. He recommended that all Board members become aware of the processes/procedures for a disaster event. Wade thought a quarterly update to the Board members would be appropriate.

7. DISCUSSION/DECISION ON AGREEMENT FOR PURCHASE OF CAPACITY IN GREEN BAY METROPOLITAN SEWERAGE DISTRICT INTERCEPTOR SEWER

A draft agreement for the purchase of 1 cfs from Green Bay Metropolitan Sewerage District was presented to the Board from Attorney Feldhausen that made some amendments to the original agreement. Once this agreement is approved by the Village Board, the agreement will be sent back to NEW Water for their final review and approval. The Board reviewed the changes and were in agreement with the changes. Motion (Carviou/Seidl) to approve the agreement with NEW Water for the purchase of 1 cfs. All ayes. Motion carried.

8. REVIEW FOR APPROVAL FROM TODD DELEBREAU/ZONING ADMINISTRATOR FOR RICE ENGINEERING ADDITION

Clerk/Treasurer Stipe presented to the Board the plans for the expansion for Rice Engineering. The plans were approved via the State plan process and Zoning Administrator, Todd Delebreaudid not have any issues with the expansion plans. He just felt that he wanted the Board to be aware of their plans for expansion and a cursory review of the plans. Construction plans were available for the Board to review. There is no storm water pond in the plans but all the storm water drainage will be drained off to the storm sewers in the street. The Board was very impressed with the plans and pleased that Rice engineering is expanding.

9. DISCUSSION/DECISION ON UPDATED POLICE DEPARTMENT EMPLOYEE REGULATIONS AND GUIDELINES

Interim Police Chief, Chris Gulbrand led the discussion on the updates on the Police employee handbook that was requested by the Board when Chief Gulbrand came on board. The changes reflect language cleanup and more concise language to make the document read smoother. After review of the full document, Chief Gulbrand presented the changes and asked for comments from the Board. There were a few comments to rectify misunderstandings in the language of the handbook. Chief Gulbrand was directed to make the necessary changes and present the final document at the April 2018 Board meeting.

There was disrespectful conversations from the audience in reference to the Police Department and a citizen's comment portion of the agenda. Trustee Bonk inquired to the request for a "citizen's comment agenda item", so that members of the audience have an opportunity to speak. The Board was not against the idea of a "citizen's comment" agenda item, but that this opportunity was meant to present items to the Board with the understanding that no decision making would be completed at the time of the comment. Clerk/Treasurer Stipe was advised to create a "citizen's comment agenda item with a Three minute time frame.

10. DISCUSSION/DECISION ON BULK WATER INVOICE FOR LUXEMBURG SPEEDWAY FOR SNOWMOBILE RACES

There was an invoice presented to the Board for approximately \$100.00 for water usage for the Luxemburg Speedway snowmobile races for watering of the track. This was the first time in previous years that the track was promoted for snowmobile races and unfortunately the weather did not help the races. There was a substantial financial loss at the event due to low turnout and weather issues. The Board felt waiving the invoice would promote goodwill. Motion (Seidl/Porath) to waive the invoice for bulk water to Rock-Em Entertainment. All ayes. Motion carried.

11. REVIEW/ACTION ON OPERATORS/LIQUOR/BEER & PICNIC LICENSES

Operator's application received: Timothy D. Fameree and Miranda M. DeJardin for Venture One. Motion (Porath/Raduenz) to approve operator's licenses. All ayes. Motion carried.

12. COMMITTEE REPORTS

Public Works Supervisor Rick Simonar gave an update on the activities for the past month.

*Inquired to clean the water tower which should be approximately \$3,000-\$5,000 for the cleaning.

The Board gave permission to Rick to proceed with the cleaning.

*Inquired about the next section for televising the Village sewer lines based on the map that was presented to the Board. He was given approval to move ahead with the televising.

*Updated the Board that a 5-year inspection for the reservoir, this is a DNR requirement.

*Updated that the Village would be pulling the pumps at the Lift Station on Hwy. 54 for rebuilding.

*Legion Field Ball Park light structures have been repaired.

*Truck purchase to replace Rick's work truck has arrived and is at Olson Trailer & Body for installation of plow.

- *Soon the Village will be reroofing the Village Hall that was part of the 2018 budget through Jauquet Roofing.
- *Securing quotes on the replacement of front entrance doors for the Village Hall that was included in the 2018 budget.
- *Acquiring bids for affluent pump rebuilding for the Sewer Plant
- *Purchased a new door opener for the Village Garage.
- *Pat Zellner will be the new summer help employee for the Public Works/Parks department.
- *Well #1 has been through extensive cleaning procedures since the Village received two positive water samples for coliform. Water Well Solutions has been in the Village using chemical treatments. There is a new chemical treatment (used in California wells) that has been used. Air bursting the line will proceed early next week.
- *Trustee Seidl is working with Mike VanLanen at the High School, New Plastics and Van's Lumber to proceed with the construction of the gazebo at Pond Park.
- *Trustee Porath gave an update on the "Music in the Park" for this summer and recognition of Marv Legois during one of the summer performances.
- *Interim Police Chief Gulbrand gave an update on the recent purchases that were approved at last month's Board meeting for radar upgrades, purchases of video equipment, traffic vests, and light wands for squads.
- *Channel 26, Jon Erickson requested to speak and request comment by the President and the Board as to the recent TV interview regarding Chief Massart. The Board members were uneasy to reply to any questions regarding the investigation or any other questions. The investigation has been completed, the individual has resigned and therefore a closed issue.

13. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

Police handbook – final version
2017 Audit?

14. ADJOURN

Motion (Carivou/Raduenz) to adjourn at 8:36 p.m. All ayes. Motion carried.

MiLissa Stipe
Clerk/Treasurer