

VILLAGE OF MONTICELLO BOARD MINUTES
APRIL 5, 2017

President LaVerne Crooks called the meeting to order at 7:00 pm.

Present: LaVerne Crooks, Robert Harvey, Larry Strause, Stephen Scanlan, Teresa Dunlap, Rene Nicholson

Absent: Greg Bettin

Also present: Clerk DaNean Naeger, PW Director Kevin Komprood, 20+ citizens

Pledge of Allegiance.

A motion was made by Harvey, seconded by Strause and carried by voice vote to approve the agenda.

A motion was made by Strause, seconded by Harvey and carried by voice vote to approve the minutes of the March 15, 2017 regular board meeting.

Hearings, public appearance & citizen comments:

- 1) Monticello Fire Dept – update on retirement program. Jerimiah Strese from the Monticello Fire Dept was present to give an update on the retirement program. The Fire District approved offering a service award program that is run by the State of Wisconsin that offers a 50/50 joint effort, match 100% on an agreeable amount up to \$344/ volunteer member/year. The Fire Dept. currently has 33 members. For the member to be invested they must have 20 years of volunteer service and 60 years old to collect. The Fire District has set the guidelines to be a member. It is a 401K interest bearing retirement program. After 10 years of service the member is 50% invested and increases each year till reaches 20 years. The funds stay in the account and roll over for those who serve in the community. The program is administered by the State and Town of Washington is planning on sponsoring it. It is estimated to cost the village an additional \$3300-\$3800 per year. An effective date has not been determined but the goal is by the end of the year. Noted the fire dept. budget hasn't increased for the past eight years.
- 2) James Frechette – review 2016 audit. Village Audit was reviewed. Page 5- Balance sheet showed a total \$630,841 in the General Fund with an unreserved total of \$203,170. This is slightly low but realize the reserved funds as designated to each account. Debt Service has a balance of \$4,870 and be applied to debt only. TIF has an ending balance of \$0.00, closed in March 2016. Capital Projects is used for fire service and refuse truck \$70,027. Library fund has a balance of \$256,639, increased due to donations. Library may have other funds but not recorded with the Village, Clerk does not over see these funds. Page 9 – Budget vs Actual General Fund had a plus in revenue of \$59,222 due to special assessments and TID transfer of funds with a decrease in expenditures. Page 22 – Have \$308,856 uninsured and uncollateralized. Noted the state offers \$400,000 but it is not 100% guaranteed so they do not show it in the audit. Page 25 – Long Term Debt - \$3,842,380 balance at the end the year. Currently at 72% of total limit to borrow which is slightly high. Should decrease approx. \$250,000 each year if don't borrow anymore. Village's current borrowing borrow at 12/31/16 is approx. one million. Page 27 – Final TIF report. Page 28 – Assigned/Restricted – this is part of the \$630,841 balance. Page 29 – Water & Sewer rate increased in 2016. Noted the village is in good shape, debt is high due to borrowing.

- 3) Junior Robertson – Police Chief. Szvon Conway is his son-n-law. Would like to see him get the Police Chief position. Noted he was a good father, husband, man, easy going, friendly, dedicated, works hard and willing to put his life on the line.
- 4) Sara Conway – Police Chief. Wife of Szvon Conway. Went through the history of Szvon Conway. Noted he was dedicated to Monticello, has the support of the citizens and shows good leadership. Would like to see him hired for the Police Chief position.
- 5) Bart Nies, Delta 3 Engineering – WWTP report. Bart Nies presented the Wastewater Facility Plan that was required by the village's permit to the DNR by March 31, 2017. It is a four-year plan approval. First phase of upgrades to the sewer plant are the phosphorus compliance, sludge storage, and maintenance. (Summary is on pages 1 & 2) This project totals approximately \$4.5 million.
Page 21 – WWTF maintenance list, the estimated average annual residential user sewer charge would increase \$242 if all the items were upgraded.
Page 25 – Sludge storage alternatives. Provided three alternatives, recommends doing 2 or 3 vs upgrading existing slurrystore.
Page 27 - Phosphorus compliance alternatives. Provided seven (7) alternatives. #2 chemical addition (Zorbex) is the cheapest but the most inconsistent based on the testing completed at the plant. The cost is dictated by the chemical cost. Must meet a level at or below .075 – state bases this level on where the greatest water source is. Alternatives #3-5 are filtration options. #7 Advanced Biological Nutrient Recovery is the newest technology. It uses ultraviolet lights. Has a meeting with the developer to learn more about this system so unsure if it actually works. If it doesn't can still use part of the system if need be. This method keeps O&M costs down. The estimated average annual residential user sewer charge would increase \$225 in order to construct, operate and maintain Alternative #7.
Page 34 & 35 – Recommend Plan Summary – provides the schedule for which construction would begin June 30, 2019.
Given the DNR engineer needs to review for approval, a public hearing will need to be held with class 2 notice of publication. To hold the public hearing on Wednesday, May 3, 2017 at 7 p.m.
Motion made by Dunlap to approve the WWTP Facility Plan as presented by the village's engineer and submit it to the state. Seconded by Strause. Motion carried.
Bart also commented on the Income Survey – 67% of the income surveys were returned and out of them 33.3% were LMI and needed 51% to qualify for the grant.

Committee Reports

Robert Harvey Finance Report –

- a) Motion made by Harvey to approve April invoices CKS#15706-15733 + Manual in the amount of \$86,526.10. Seconded by Nicholson. Motion carried.
- b) Motion made by Harvey to approve March payroll Vouchers #V1398-1418 in the amount of \$11,526.55. Seconded by Nicholson. Motion carried.
- c) Motion made by Harvey to approve operator license to Tammy Pestor, Renee Wiesenber & Jacqueline Holcomb. Seconded by Nicholson. Motion carried.
- d) Motion made by Harvey to approve Request for Proposal for Auditing Services. Seconded by Nicholson. Motion carried.

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Tere Dunlap Personnel Report – Will be holding another meeting to discuss background checks.

- a) Resolution #2017-0405 Appoint an Impartial Hearing Officer. Motion made by Dunlap to appoint Peter Kelly at \$100.00/hr. and approve Resolution #2017-0405 as Impartial Hearing Officer. Seconded by Strause. Roll call vote: Dunlap -I; Scanlan -I; Strause -I; Harvey -I; Nicholson -I; Crooks -I. Motion carried 6-0.
- b) Motion made by Dunlap to approve Ordinance #2017-0405A Amending Section 5-1-7 of the Municipal Code of the Village of Monticello, Green County, Wisconsin Relating to Police Review Board. Seconded by Strause. Roll call vote: Dunlap -I; Scanlan -I; Strause -I; Harvey -I; Nicholson -I; Crooks -I. Motion carried 6-0.
- c) Motion made by Dunlap to approve Ordinance #2017-0405B Amending Section 2-3-5 of the Municipal Code of the Village of Monticello, Green County, Wisconsin Relating Chief of Police. Seconded by Strause. Roll call vote: Dunlap -I; Scanlan -I; Strause -I; Harvey -I; Nicholson -I; Crooks -I. Motion carried 6-0.

Teresa Dunlap Public Works Report – E-Waste days are April 12th & 15th, have volunteers and employees to work it.

- a) Motion made by Dunlap to accept Monticello Community Club donation of 3-5- maple trees to replace E Lake Ave crab apple trees. Seconded by Strause. Motion carried.
- b) Motion made by Dunlap to purchase 10-LED lamps for N Main Street in the amount of \$3,501 installed through John Waelchli and funds to be taken from cash on hand. Seconded by Strause. To provide proof of insurance and contract for Village President to sign. Motion carried.
- c) Motion made by Dunlap to purchase 2017 Heil Refuse truck from Bruce Municipal Equipment at a cost of \$135,674. Seconded by Strause. Public Works to provide purchase order for Village President to sign. Motion carried.
- d) Motion made by Dunlap to purchase Insight series 1000 Dissolved O2 meter in the amount of \$4,109 from WWTP operating budget. Seconded by Strause. Motion carried.
- e) Changes to the new agreement with Green County Solid Waste Management Board. Sent back to PW Committee.

Stephen Scanlan Library Report – None

Larry Strause Fire – Losa plan (retirement) was approved. Sending Chief Komprood to WI Fire Chief Conference on June 23rd in Green Bay at a cost of \$611. Toured and saw demo of new brush truck. May 20th will be the annual pork roast from 11-2.

Larry Strause Public Safety – Spring Fling event permit was sent to Park & Rec Committee for review, PS Committee did not recommend putting the tent behind the Lions Shelter.

- a) Creating Ordinance 7-1-23A of the Municipal Code of the Village of Monticello, Green County, Wisconsin Relating to Keeping of Chickens – To continue discussion at committee level.
- b) Postponed Resolution #2017-0315A Fee Schedule (indicating fee for chicken permit).
- d) Motion made by Strause to approve Ordinance #2017-0405C Omitting Ordinance #10-1-14 of the Municipal Code of the Village of Monticello, Green County, WI Relating to U-Turns Prohibited. Seconded by Scanlan. Roll call vote: Dunlap -I; Scanlan -I; Strause -I; Harvey -I; Nicholson -I; Crooks -I. Motion carried 6-0.

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Rene Nicholson Park & Rec – Day of Service for Monticello School kids to provide services for the village will be held on May 12th.

- a) Motion made by Nicholson to raise season pool pass fees for Single – increase of \$5 to \$60/\$80; Family – increase of \$10 to \$120/\$160. Seconded by Scanlan. Motion carried.
- b) Motion made by Nicholson to open the pool on June 5th at 1:00 p.m. and closing will be Saturday August 25th at 4 p.m. Seconded by Scanlan. Motion carried.
- c) Motion made by Nicholson to offer two water fitness sessions. Seconded by Scanlan. Motion carried. One-hour sessions
- d) Motion made by Nicholson to set swimming lesson session from June 12th – June 29th and second session from July 10th - July 28th. Seconded by Scanlan. Motion carried.

Administrative Report by DaNean Naeger.

- a) Motion made by Dunlap to approve Resolution #2017-0405 Appreciation for LaVerne Crooks. Seconded by Scanlan. Roll call vote: Roll call vote: Dunlap -I; Scanlan -I; Strause -I; Harvey -I; Nicholson -I; Crooks -I. Motion carried 6-0. Dunlap presented a plaque.

President’s Report by LaVerne Crooks – Thanked everyone.

Unfinished Business –

- a) Motion made by Scanlan to approve \$750 and letter of recommendation to participate in GCDC with the GIS mapping/Broadband internet project with the County. Seconded by Harvey. Motion carried. Scanlan noted there are 22 municipalities excluding New Glarus & Monroe, two have declined and five has agreed to participate. Have also received some donations from businesses.
- b) Land Lease Agreement with Greenwoods State Bank for Montesian Gardens. Sent back to Park & Rec Committee for further review.
- c) 215 E Lake Update. Attorney was to provide a letter for approval but it did not arrive. To postpone until next regular board meeting.

New Business –

- a) Motion made by Scanlan to approve special events permit to Monticello Community Club, Easter Egg Hunt, April 15, 2017 from 9-11:30 am. Seconded by Nicholson. Clerk asked if the motion included waiving the fee of \$15. Scanlan & Nicholson both said yes. Prior to a vote, Dunlap indicated not to waive the fee and she would pay it. Motion carried.
- b) Motion made by Scanlan to approve application for Raising /Beekeeping permit to Robert Voss at 410 S Main St. Seconded by Nicholson. Motion carried 5-1 with Strause opposed.

Adjourn Scanlan noted he would like to thank Greg Bettin for serving on the board.

A motion was made by Scanlan, seconded by Nicholson to adjourn at 8:44 p.m. Motion carried.

Submitted by DaNean Naeger, Village Clerk/Treasurer