

VILLAGE OF MONTICELLO BOARD MINUTES
APRIL 19, 2017

President Teresa Dunlap called the meeting to order at 7:00 pm.

Present: Teresa Dunlap, Rene Nicholson, Larry Strause, Stephen Scanlan, Dan Pederson, Robert Harvey

Absent: None

Also present: Clerk DaNean Naeger, PW Supervisor Brian Grossen, 20+ citizens

Pledge of Allegiance.

A motion was made by Scanlan, seconded by Harvey and carried by voice vote to approve the agenda. Clerk noted under public appearances #1 Adeline Zoller will not be appearing. Dunlap requested to move President Report to the top of the agenda.

Appointment of vacant Village Trustee seat: Dunlap recommended the appointment of John Teasdale. Motion made by Strause to appoint John Teasdale to the vacant Trustee seat. Seconded by Scanlan. Roll call vote: Harvey -I; Pederson -I; Scanlan -I; Strause -I; Nicholson -I; Dunlap - I. Motion carried.

President's Report by Teresa Dunlap / Reorganization

- a) Appoint Committees for the 2017/2018 year. Motion made by Harvey to approve the Committee list for the 2017/2018 year. Seconded by Nicholson. Noted the following changes: Public Works to meet at 6:30 pm vs 6 pm; Finance to meet in clerk's office as needed; Personnel to meet at 6:30 pm. Motion carried. Per ordinance board is to set the wage for Board of Review members. Motion made by Strause to set pay for Board of Review members at \$10/person. Seconded by Pederson. Motion carried.
- b) Corporate Authorization Resolution with Greenwoods State Bank – Designate reviewer/signee. Motion made by Strause to approve the Authorization Resolution with Greenwoods State Bank for Teresa Dunlap, Village President; DaNean Naeger, Village Clerk; and Rene Nicholson, Village Trustee as backup signer. Seconded by Harvey. Roll call vote: Harvey -I; Pederson -I; Teasdale -I; Scanlan – I; Strause -I; Nicholson -I; Dunlap – I. Motion carried 7-0. Would like to designate board members to audit vouchers/bills/payroll vs. being done at Finance Committee so that they can work on more important items. Recommended Teresa Dunlap and Rene Nicholson given they are signers on the account. Motion mad by Teasdale to approve, seconded by Pederson. Motion carried. Clerk was directed to prepare a list of passwords to our computers and programs, and a set of keys to the village hall and Clerk's office (does not include the Police Dept.).
- c) Review procedures, responsibilities of a board member. Members of the Board should access a copy of and familiarize themselves with Open Meeting Laws; Open Meetings Law – reminded to not destroy village communications sent through email, including personal email; State Statues governing Villages – Chapter 61; Village Ordinances; Employee Policy Handbook; Other Village policies/fee list – ask clerk for a copy. Motion made by Strause to order security badges for board members that do not have them for \$4/each. Seconded by Teasdale. Motion carried.

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Dunlap reminded everyone that Arbor/Earth Day will be held Friday, April 21st @ 1:00pm at Montesian Park.

A motion was made by Harvey, seconded by Nicholson and carried by voice vote to approve the minutes of the April 5, 2017 regular board meeting.

Hearings, public appearance & citizen comments: None

Committee Reports

Finance Report –

- a) Motion made by Harvey to approve April invoices CKS#15735-15765 + Manual in the amount of \$153,279.15. Seconded by Nicholson. Motion carried.
- b) Motion made by Harvey to approve April payroll Vouchers #V1419-1439 in the amount of \$11,297.65. Seconded by Nicholson. Motion carried.
- c) Motion made by Harvey to approve Resolution #2017-0419 Greenwoods State Bank Loan for \$90,000 for refuse truck with an effective date to draw of April 20, 2017 and to be placed in the Village's MM account until needed. Seconded by Strause. Roll call vote: Harvey -I; Pederson -I; Teasdale -I; Scanlan – I; Strause -I; Nicholson -I; Dunlap – I. Motion carried 7-0.
- d) Motion made by Harvey to approve TDS agreement to increase internet speed at the Village Hall to 25mbps for a term of 36 months @\$69/month. Seconded by Pederson. Motion carried.
- e) Motion made by Harvey to approve Casey's Convenience Charge Card System for Businesses to save \$.05/gallon for the police and option for Public Works to use and to have cards vs. an account set up. Seconded by Nicholson. Motion made by Pederson to amend the motion to restrict charges to fuel and vehicle maintenance. Seconded by Harvey. Motion carried.
- f) Motion made by Harvey to approve Monticello Community Club Temporary Class B retailers license for Spring Fling on May 20, 2017 from 9am – 12 pm. Seconded by Nicholson. Motion carried.
- g) Motion made by Harvey to approve Budget Resolution #2017-0419A. Seconded by Nicholson. Roll call vote: Harvey -I; Pederson -I; Teasdale -I; Scanlan – I; Strause -I; Nicholson -I; Dunlap – I. Motion carried 7-0.

Personnel Report –

- a) Janitorial staff. Person interested declined. Motion made by Strause to place ad in the Shopping News and Buyers guide for the janitorial position. Seconded by Pederson. Motion carried.

Public Works Report – None

Stephen Scanlan Library Report – None

Larry Strause Fire/Public Safety – None

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Rene Nicholson Park & Rec –

- a) Motion made by Nicholson to approve Event permit for Spring Fling to Monticello Community Club for May 20, 2017 and waive the fee. Seconded by Pederson. Motion carried.
- b) Motion made by Nicholson to approve a donation of a non-resident pool pass \$80 for door prize for the schools Play with the Ponies. Seconded by Teasdale. Motion carried.

Administrative Report by DaNean Naeger.

- a) Set date/time for Board of Review training. Board of Review will be held on Tuesday, June 6, 2017 from 6 pm till adjournment, minimum of two hours. Training set for Tuesday, May 30th from 6:30 – 8:30 p.m.
- b) LWMMI Policyholder Conference May 11-12 in WI Dells. To let Clerk know if interested in attending.
- c) Local Government 101 training in Madison on May 12th. Motion made by Scanlan to pay for the two new members to attend the Local Government 101 training in Madison on May 12th at a cost of \$75 each if they can attend. Seconded by Strause. Motion carried. Dunlap, Scanlan & Nicholson indicated they would attend and pay their own.

Unfinished Business –

- a) 215 E Lake Ave – Order to Raze Property. Motion made by Strause to approve the order to raze the property at 215 E Lake Ave. Seconded by Nicholson. Motion carried. Attorney to have it served and recorded.
- b) Motion made by Teasdale to go into Closed Session per WI State Stat. Sec. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, Police Chief position. Seconded by Nicholson. Roll call vote: Harvey -I; Pederson -I; Teasdale -I; Scanlan – I; Strause -I; Nicholson -I; Dunlap – I. Motion carried 7-0 at 7:52 p.m.
- c) Motion made by Scanlan to reconvene back into open session at 8:25 p.m. Seconded by Pederson. Motion carried
 1. Any action as a result of closed session
Motion made by Harvey to have Green County Sheriff's Department do background checks going back 15 years for the two candidates. Seconded by Teasdale. Roll call vote: Harvey – I; Pederson -I; Teasdale -I; Scanlan -I; Strause – opposed; Nicholson - I; Dunlap -opposed. Motion carried 5-2. Dunlap to contact GCSD.

New Business – None

Adjourn

A motion was made by Scanlan, seconded by Nicholson to adjourn at 8:30 p.m. Motion carried.

Submitted by DaNean Naeger, Village Clerk/Treasurer