

VILLAGE OF BROKAW – BOARD of TRUSTEES

Date: Thursday, August 10, 2017

Place: Village of Brokaw Village Hall, 218 Second Street, Brokaw, WI

Minutes

Call to order: 6:45 p.m. by President Jeff Weisenberger.

Pledge of allegiance was recited at the Water Utility Commission meeting.

Roll call: Present-Jeff Weisenberger, John Borth, Matt Deffner, Adam Dykman, Margie Ann Josiger.
Excused- James Sonnentag, Dan Manowski.

Motion to approve June 13th, June 29th, July 10th and July 24th Board of Trustees meeting minutes as submitted/Josiger. Second/Dykman. Motion carried unanimously.

Presidents Report: President Weisenberger read Water and Sewer Utility report from Clayton.

Business Items:

- A. Discussion and possible action on Mathy Construction re-approval of CSM creating Lot 1- presented by Joshua Prentice, REI and Rob Kudick, Mathy Real Estate Manager. Mr. Prentice explained the history behind the original approval and that the CSM was not recorded within the designated timeframe according to Statute. The CSM was now being brought forth for re-approval. A lengthy discussion was had regarding the reasons behind the delay, the current status of the parcel, boat ramp access and access to the parcel from WW.

Some highlights of the discussions:

Will the boat ramp remain open to the public? Mr. Kudick answered by saying that was the intention but that for safety reasons an alternate road to the boat ramp was recommended to isolate Mathy truck traffic from public traffic to the boat ramp.

Is the County buying (or being gifted) the land? Mr. Kudick explained that while there had been discussions with the County regarding transferring ownership to them, there is currently not an official agreement in place. He also stated that whatever entity will finally take over ownership of the proposed parcel, it is irrelevant to the process of approving the CSM.

Could the parcel be sold to anyone, even a private buyer? Mr. Kudick replied that it could, but the desire of Mathy was to deed it to a public entity to keep access open to the boat ramp.

What is the access to the parcel? 2 easements identified in paperwork separate from the CSM were identified as providing access to the parcel by both Mr. Kudick and Mr. Prentice.

Has the contamination on the site been remediated? Mr. Kudick explained that it was in process.

Why weren't the easements shown on the CSM? Mr. Prentice explained that the re-approval was of the CSM submitted in 2014. The map (CSM) is unchanged from the original submittal, which did not include the Easements. The easement documents that were in the packets for Commission members were not submitted with the original CSM and added later as reference materials.

There were also comments by Commission member Frank regarding the long history of public use, as well as the frequent current use, of the ramp. Commission member Glovinski reminded Mr. Kudick that the original approval of the CSM came with the understanding that the County was ready to assume ownership and construct a road to keep public access to the ramp open. Mr. Kudick mentioned that while the intention of Mathy construction was to transfer ownership of the parcel to a public entity to keep the ramp accessible, it is on private land and could be closed to the public. Commission President Weisenberger pointed out that access could be re-established from 4th street allowing for much cheaper road development costs. There was discussion on whether an easement constituted access per the current ordinance and that the CSM did not show reasonable/approvable access to the lot from a public road.

Plan Commission recommended denying the CSM for failure to comply with Village Ordinances.

Motion to deny approval of the CSM per Plan Commission recommendation/Deffner.
Second/Dykman. Motion carried unanimously.

- B. Discussion and possible action on OSC Administrator contract with Keith Rusch. The contract mirrors the one submitted from Mr. Gau with the following differences- Hourly rate dropped from \$60.00/hr. to \$30.00/hr. The 30-day notice was removed as a stipulation for termination of the contract and a computer will be provided (owned by the OSC) so that all work product will be accessible at all times. President Weisenberger

questioned the rate of pay, mentioning it should not exceed Clayton's pay. Discussion on the carrying costs of general and professional liability insurance as a contracted employee was had. Trustee Dykman referenced that comparing the roles between the Administrator and the Public Works role was like comparing apples and oranges. Mr. Rusch commented that the Administrator role is changing from the role Mr. Gau filled. While he will certainly need to learn what Clayton's job entails, the requirements will be a different skillset than what Clayton brings to the Village. It was also discussed that the contract currently doesn't prohibit working concurrently with the Village of Maine. OSC Commission member Walters asked to amend the contract to include the Town of Texas as an entity to do potential work for as well.

Motion to approve OSC Administrator contract with Keith Rusch with the following amendments: insert signing date of August 10th. Add Town of Texas as an approved entity Mr. Rusch can work concurrently with the OSC and Village of Maine/Deffner. Second/Dykman. Motion carried unanimously.

- C. Discussion and possible action on signatory power revisions on Abby Bank and Brokaw Credit Union accounts. Discussion was had regarding Mr. Gau having signatory powers, as his contract has ended and he will need to be removed and someone else put in his place.

Motion to remove Duane Gau's signatory powers with Abby Bank and Brokaw Credit Union and add Keith Rusch as having signatory powers with Abby Bank and Brokaw Credit Union/Dykman. Second/Josiger. Motion carried unanimously.

- D. Discussion and possible action to approve the Brokaw Convenience Liquor, Amusement and Tobacco Licenses expiring June 30th, 2018.

Motion to approve Brokaw Convenience Liquor, Amusement and Tobacco Licenses expiring June 30th, 2018/ Deffner. Second/Josiger. Motion carried unanimously.

- E. Discussion and possible action regarding purchasing a power inverter for utility vehicle – cost not to exceed \$750.00. President Weisenberger explained that now that Clayton is the lone public works employee, lifting and hauling around a gas generator is not efficient or safe. The power inverter will reduce the need to move around and haul the heavy generator.

Motion to approve purchasing a power inverter, cost not to exceed \$750.00/Josiger. Second/Dykman. Motion carried unanimously.

- F. Discussion and possible action to approve Clifton Larson Allen (CLA) to amend the 2016 annual report for the Public Service Commission (PSC) on behalf of the Village of Brokaw.

OSC Chairperson Hoenisch explained that Vierbicher made a recommendation to move to a different accounting firm to improve the relationship with the PSC. Chair Hoenisch researched options and CLA was the closest recommended firm. Attorney VanDerWaal recommended that all three CBA member Attorneys review the contract prior to signing.

Motion to conditionally approve hiring Clifton Larson Allen for accounting services pending Brokaw, Texas and Maine's Attorney's review of the contract to come to mutually agreeable terms/Josiger. Second/Dykman

Next Board of Trustees meeting: September 7th, 2017

Motion to Adjourn @ 9:14 p.m./Josiger. Second/Dykman. Motion carried unanimously.