

**MINUTES
OF
VILLAGE OF BROKAW
BOARD MEETING
HELD ON
April 11, 2017**

A meeting of the Village Board of the Village of Brokaw was called to order at 6:30 p.m. on April 11, 2017 by Village President, Jeff Weisenberger.

Roll Call

In attendance were the following Board members: James Sonnentag, Jeff Weisenberger, Adam Dykman, John Borth, Margie Ann Josiger, Matt Deffner and Daniel Manowski. Also in attendance was Village Attorney Dean R. Dietrich, Deputy Village Clerk Brenda Weisenberger, CBA Oversight Commission Administrator Duane Gau and Village of Maine President Betty Hoenisch.

Approval of Minutes

M/ Deffner S/ Manowski to approve the minutes of January 10, 2016 and February 22, 2017. Motion Carried Unanimously.

Committee Reports

- A. Director of Public Works: None
- B. Finance and Personnel Committee: None
- C. Public Works Committee: None
- D. Presidents' Report: President reported that request have been made to open some of the areas in the Village limits to hunting (shot gun & bow only). Board members gave input on the matter and requested this matter be placed on the next board meeting.
- E. Monthly Marshall Report: Marshall report was read.
- F. Legal Counsel: Attorney Dietrich reported he is working on the complaints filed at 127 1st Street & Corn Dryer.
- G. Oversight Commission Administrator Report: administrator read his report.

Communications / Announcements

Next CBA-OSC meeting is planned to be held on May 6, 2017 at the Brokaw Village Hall. Next Village board meeting is planned to be held on June 13, 2017

Action Items

- A. Discussion regarding accounting practices and billing approval procedures conducted by the Village of Maine.

CBA-OSC Administrator Gau reported on the process of Village of Maine Clerk in managing Brokaw accounting. And that the CBA-OSC member signed a letter authorizing Maine Clerk to have signatory powers that she can make transfers of funds for payroll tax, vendor checks and payroll.

M/ Dykman S/ Sonnentag to ratify action taken by the CBA-OSC relating to authorizing Maine Clerk to have signatory powers that she can make transfers of funds for payroll tax, vendor checks and payroll. Motion Carried Unanimously.

- B. Discussion regarding elected officials monthly pay period.

There was a general discussion requiring Village of Maine providing book keeping and accounting for all of Brokaw transactions there have been several changes. New time sheets have been developed like Maines and elected officials and pole workers will be paid at the same time all vendors are being paid.

- C. Discussion regarding Marathon County's "Uniform Addressing" and possible participation by the Village.

Village of Maine President (Betty Hoenisch) stated that the Village of Maine was not going to participate in the Marathon County Uniform Addressing and had a letter ready for both her signature and the Village of Brokaw Village President stating that matter.

M/ Josiger S/ Sonnentag to ratify action taken by the Village of Maine and authorize Village President to sign the joint letter. Motion Carried Unanimously.

- D. Discussion regarding conditional use permit for corn dryer and possible action

This matter will be placed on the next board meeting.

- E. Discussion regarding wage being set for Clayton Laszewski by the CBA-OSC and Brad Wirt wage for being on call and possible action.

CBA-OSC Administrator Gau reported the action taken by the CBA-OSC at their February 9, 2017 meeting pertaining to adjusting Clayton Laszewski wages from \$22.32 to \$22.58. Gau also stated that the pay range for operators with both certification in sewer and water according to WRWW is \$20.74 to \$27.20 per our depending on qualifications. Furthermore, Clayton new role will be Director of Public Works, Sewer & Water operator and Utility billing clerk.

It was also noted that we will have Brad Wirt, & John Borth who have certifications as on call operators who receive \$ 25.00 per hour at their existing employers. James Sonnentag was willing to be on call emergency only. In his case, it would be available to Clayton when he is required to have a spotter when Clayton is required to go into confined spaces.

M/ Josiger S/ Manowski recommend to the CBA-OSC the following hourly pay be considered:

- Clayton Laszewski Director of Public Works, Sewer & Water operator and Utility billing clerk at \$25.00 per hour.
 - Brad Wirt on call operator at \$25.00 per hour.
 - John Borth on call operator at \$25.00 per hour.
 - James Sonnentag on call emergency only at \$10.00 per hour.
- Motion Carried Unanimously.

- F. Discussion regarding upgrades to Water & Sewer system to reduce after hours' operations review and possible action.

Clayton Laszewski DPW-Sewer - Water operator provide a written report on a few recommendations for the water and sewer system.

M/ Dykman S/ Manowski to forward DPW - Sewer & Water Operator recommendations to the CBA-OSC for consideration for improvements to the Brokaw sewer and water system. Motion Carried Unanimously

- G. Discussion regarding letter of support for NCWRPC economic development EDA grant application and possible action.

Village of Maine approve a work agreement for a EDA grant application with North Central Wisconsin Regional Planning Commission (NCWRPC) this submittal is as co-applicants with Village of Brokaw. It is strongly recommended that support letter form the applicates accompany the EDA grant application.

M/ Josiger S/ Sonnentag approving an attached letter supporting the Brokaw Economic Adjustment Plan EDA grant application and authorize Village President to sign the support letter. Motion Carried Unanimously.

- H. Discussion regarding license fee to sell tobacco products-others and possible action.

CBA-OSC Administrator Gau reported that the Village selling tobacco products existing fee is \$5.00 and that Wis. Dept. of Health Services has given notice to all Municipalities that they can raise this fee to \$100.00 offset the cost of administering.

Gau also noted that the Village liquor license fees are not set to the accounting amount allowed by Wis. Law and should be consider to be raised.

After a lengthy discussion, the board suggested that Brokaw should work with the Village of Maine and have the liquor license fees coincide with the Village of Maine.

M/ Sonnentag S/ Borth that the Village Board of Brokaw approve new fee schedule to meet the maximum fees of \$100.00 for sell of tobacco products. Motion Carried Unanimously.

Closed Session

M/ Dykman S/ Sonnentag to go into close session pursuant to Section 19.85(1)(g) of the Wisconsin Statutes for conferring with the Village Attorney who is rendering legal advice regarding potential litigation that the Village may become involved in, including discussion regarding dispute with local bank regarding repayment of Community Development Authority bonds and potential litigation regarding Cooperative Boundary Agreement. Motion Carried Unanimously.

M/ Dykman S/ Sonnentag to reconvene into open session. Motion Carried Unanimously.

Adjournment

M/ Sonnentag S/ Josiger to adjourn the meeting at 8:15 pm. Motion Carried Unanimously.