

Village of Spencer
Minutes of the Regular Board of Trustees
September 8th, 2015

Meeting was called to order @ 6:30 P.M. by President Frome

Roll Call:

Trustees Schafer, Maurer, Hagen, Day, Pokallus and Toufar were present

Minutes:

(Pokallus)(Hagen) was carried to dispense with the reading of the minutes and approve them as printed

Public Comments:

Laurette and Charles Gleisner inquired about the pavement that was removed from S Washington Street, in front of their property. This occurred several years ago when the sewer and water was extended south. Laurette mentioned that a portion of her driveway apron was removed as well. President Frome sent this matter to committee

Perry Hendrickson inquired about the carpet remodel in the clerk's office. The carpet vendor was selected based on the information provided on the proposals by the vendor

Announcements:

None

Public Works' Report:

John Dunbar reported that he received some literature from Reesterer and Schnell. John mentioned that the first layer of asphalt has been placed on the roadway for W Willow Drive Project

Police Chief's Report:

Chief Shawn Bauer offered a departmental report. Chief Bauer reported on the raze order for the structure located at 706 W. Clark Street

President's Report:

President Frome read two thank you notes from the Nall family and the Toufar family. She mentioned that the Chamber of Commerce inquired about recognition for the late Bettye Nall

President Frome mentioned that there is a complimentary Ruder Ware legal seminar. She also highlighted discussions from the Fire and Ambulance Commission meeting

Old Business:

None

New Business:

(a) (Hagen)(Toufar) was carried to approve sending Chris Helgestad to the 2015 WWOA Annual Conference in Wisconsin Dells on October 6 – 9; Deb Schafer to the Towns Association Budget and

Finance seminar in Stevens Point on Sept. 21; and Chris Helgestad to the North Central Regional WWOA meeting in New Lisbon on September 16

- (b) (Pokallus)(Schafer) was carried to approve the temporary street closure of E Wendell Street on Saturday, September 19, 2015 from 5:30 pm to midnight for an ATV and Mini-rod Pulling event, sponsored by the Spencer Swampstompers Snowmobile Club
- (c) (Pokallus)(Maurer) was carried to approve temporary Operator's license applications for Todd Rahm, Mike Loos, Gary Schubert and Lisa Schubert for the Spencer Swampstompers Snowmobile Club, for an ATV and Mini-rod Pulling event held on Saturday, September 19, 2015
- (d) (Hagen)(Pokallus) was carried to approve a temporary Class "B" fermented malt beverage license for the Spencer Swampstompers Snowmobile Club, for an ATV and Mini-rod Pulling event held on Saturday, September 19, 2015
- (e) (Scahfer)(Pokallus) was carried on a unanimous roll call vote to approve construction services from C & C Services, LLC for the roof replacement at the Municipal Complex, for a total cost of \$47,162.86
- (f) (Hagen)(Toufar) was carried on a unanimous roll call vote to approve Pay Request #2, from Haas Sons Inc., for the W Willow Drive Project, for a total cost of \$305,571.96
- (g) (Day)(Schafer) was carried to table the Final Pay Request, from Haas Sons Inc., for the Well #6 project, for a final cost of \$9,689.30
- (h) (Hagen)(Pokallus) was carried to not publish a sealed bid purchase for the broken air compressor and take it to the recycling center for scrap value
- (i) (Hagen)(Schafer) was carried to approve Village Clerk to publish a job posting for the position of Administrator/Clerk/Treasurer
- (j) Becky Gorst presented the concept of a new organization taking over the adult softball league at the ARC Park facility. Becky also mentioned that she thought that the park could be renamed in honor of Lorren and Bettye Nall. Becky reported that she has approx. 15 individuals who have pledged support for this venture. Carolyn Bauer mentioned that she is willing to help with any transitional hurdles

Trustee Pokallus will schedule a Parks and Buildings Committee meeting after the 1st Regular Board meeting in October

- (k) (Schafer)(Hagen) was carried on a unanimous roll call vote to approve vouchers totaling \$115,673.20

Clerk's Report:

- (a) Building permit issued to Tod Hewuse, located at 1102 E Aspen Street, for repairs to the front of the house, at an estimated value of \$5,500.00
- (b) Building permit issued to Jerry Marden, located at 104 N Monroe Street, for a garage addition, at an estimated value of \$17,000.00

- (c) Driveway permit issued to Joe Ruger, located at 303 W Buse Street, at an estimated value of \$3,000.00
- (d) Building permit issued to Jim Zahn, located at 700 W Clark Street, for floor replacement, at an estimated value of \$4,000.00
- (e) Building permit issued to Maria Molaison, located at 300 S Haslow Lot 1N, for a room addition, at an estimated value of \$1,500.00

Committee Reports:

- (a) Finance and Personnel Committee – Chairperson Hagen reported on the progress of the personnel handbook, as well as employee return-to-work policy. A new organizational structure, that includes a police commission, was discussed
- (b) Utilities and Equipment Committee – Chairperson Schafer spoke about the previous committee meeting. Decommissioning the small water tower was discussed as well as locating a potential well #7 well site. Chairperson Schafer also reported on an equipment replacement plan
- (c) Parks and Buildings Committee – Chairperson Toufar mentioned that there are two locations where the ceiling tiles are wet within the Historical Society. Public Works will look into the matter. President Frome reported that the tech-ed teacher at the high school may be interested in the proposal to have his class build the ramps for the skateboard concrete area
- (d) Health, Safety and Emergency Gov't. – Chairperson Toufar had nothing to report
- (e) Economic Development and Main Street – Thaddeus reported on a prospective out of town manufacturing business, which Emily Matchey will contact for relocation within the business park
- (f) Streets and Sidewalks – Chairperson Day mentioned that he will look into the matter for the driveway apron at 711 W. Roberts Street, as well as the asphalt that was removed on South Washington Street

(Hagen)(Pokallus) was carried on a unanimous roll call vote to enter into Closed Session. Trustee Schafer recused himself from the discussion

Discussion was held about the 6 month performance review for Deputy Clerk/Treasurer

(Hagen)(Toufar) was carried on a unanimous roll call vote to enter into Open Session

(Hagen)(Maurer) was carried to approve the initial 6 month wage increase for Deb Schafer for a total annual salary of \$35,000.00 with Trustee Tom Schafer abstaining from the vote

(Pokallus)(Hagen) was carried to adjourn the meeting at 8:09 P.M.

Clerk _____

President _____