

Village of Spencer
Minutes of the Regular Board of Trustees
November 16th, 2015

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

Roll Call:

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

Minutes:

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

Public Comments:

There were no citizens present

Announcements:

- (a) 2016 Annual Budget Hearing – Monday, November 16th, 2015 at 6:00 P.M.
- (b) Spencer Chamber of Commerce “Business after Hours” – Friday, December 4th at 5:00 P.M.

Public Works Report:

John Dunbar spoke about the snow plow equipment and indicated that almost everything is ready to go. John added that the wing for the grader will be installed tomorrow

Discussion was held about the warning siren at ARC Park. Scott Griepentrog obtained literature on a replacement siren at the ARC Park location

Chris Helgestad reported that the new pumps are being installed at the Hemlock Street lift station. Chris also spoke about the electronic device needed for the GIS tagging of collection system reference points

Dean Smith reaffirmed that the small water tower has been drained for winter. Dean also reported that the well witcher will visit soon to look for another potential well location

President Frome inquired about the Christmas decorations. It was suggested of Thaddeus to purchase a dozen or so sealed LED light strands for the older wreath decorations

Police Chief's Report:

Police Chief Shawn Bauer reported that the razing order for the house at 706 W Clark Street has been awarded and is scheduled to be completed by December 31. Chief Bauer reported that he will be issuing parking tickets to vehicle owners that violate the winter parking ordinance. Chief Bauer also reported that he will be addressing a nuisance complaint on W Roberts Street

President's Report:

President Frome mentioned that there is an open house for Paul Hensch on Wednesday, November 18th for the public to meet with him. President Frome also spoke about the potential LRIP funds for the reconstruction of S Park Street

Old Business:

None

New Business:

- (a) (Hagen)(Pokallus) was carried to approve Employee Educational Seminars
 - i) Wastewater Training for Chris Helgestad, in Plover on December 4th, at no cost

- (b) (Pokallus)(Maurer) was carried on a unanimous roll call vote to approve the Water Utility Budget for 2016

- (c) (Hagen)(Toufar) was carried on a unanimous roll call vote to approve the Sewer Utility Budget for 2016

- (d) (Schafer)(Maurer) was carried on a unanimous roll call vote to approve the 2016 Village Levy and General Fund Budget

- (e) (Hagen)(Toufar) was carried to not approve a kennel license for Randy Cliver, located at 715 E Hickory Street

- (f) (Schafer)(Pokallus) was carried to approve engineering services from MSA Professional Services for
 - i. South Chestnut Street topographic survey - \$3,750
 - ii. North LaSalle Street topographic survey - \$2,000
 - iii. East Willow, South Grant, East Aspen, East Apple Street topographic survey - \$9,250

- (g) (Hagen)(Toufar) was carried to approve engineering services from MSA Professional Services for
 - i. Preliminary and Final Design of Madison Street - \$4,700
 - ii. Bidding Phase of Madison Street - \$1,500
 - iii. Construction Administration of Madison Street - \$3,500
 - iv. Construction Observation of Madison Street - \$4,300

- (h) (Day)(Hagen) was carried on a unanimous roll call vote to approve vouchers for a total of \$102,830.11

Clerk's Report:

- (a) Building permit issued to Nutz Deep located at 103 E Clark Street for a handicap ramp at a value of \$3,000
- (a) Building permit issued to Country Wireless located at 205 W Willow Drive for an accessory structure at a value of \$44,000

- (b) Building permit issued to Shane and Angie Wucherpfennig located at 400 N Douglas Street for improvements to a garage for a value of \$2,500
- (c) Building permit issued to Mathew Stoltzfus located at 301 W School Street for a complete remodel for an estimated value of \$32,000
- (d) Treasurer's Report was presented

Committee Reports:

- (a) Finance and Personnel Committee – Chairperson Hagen scheduled a committee on November 23rd at 6:00 P.M. to discuss the Personnel Policy Handbook and the Employee Return-to-Work Policy
- (b) Utilities and Equipment Committee – Chairperson Schafer had nothing to report
- (c) Parks and Buildings Committee – Chairperson Pokallus spoke about the Veterans Celebration on Saturday, November 14th. Pokallus also reported on the previous committee meeting. Trustee Schafer inquired about the skateboard ramp
- (d) Health, Safety and Emergency Gov't. Committee – Chairperson Toufar had nothing to report
- (e) Economic Development and Main Street Committee – Chairperson Maurer reported that a resident inquired about a potential Christmas tree next to Jensen's lot on W Clark Street. Maurer mentioned that the Spencer Lions Club will be placing a Christmas tree within the gazebo at Veterans Park
- (f) Streets and Sidewalks Committee – Chairperson Day reported on the previous committee meeting

(Hagen)(Toufar) was carried to adjourn the meeting at 7:29 P.M.

Clerk _____

President _____