

**Village of Spencer**  
**Minutes of the Regular Board of Trustees Meeting**  
**Monday October 10<sup>th</sup>, 2016 – 6:30 P.M.**  
**Spencer Municipal Complex**

President Frome called the meeting to order at 6:30.

The pledge of allegiance was recited.

Roll Call

Trustees Day, Hagen, Pokallus, Schafer, Wienke, and Toufar were present.

Approval of Minutes

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

Public Comments

There were no public comments.

Announcements

Joint Review Board Meeting October 11<sup>th</sup>, 2016.

Public Works' Report

Chris Helgestad reported on various projects that were continuing to be worked on. The new control panel at the Pine Street lift station was incorrect and it is planned to be fixed. He stated that the lift station inspections needed to be finished, and that they had received the new generator. Joe Scidmore reported that the thin overlays on the roads were scheduled two weeks out and that Dean Smith had started exercising the valves. The Public Works crew has started preparing Christmas decorations, and the roof at kids group needed to be looked at because of leaking.

Police Chief's Report

Officer Bauer reported on some emergency vehicle operations and was also planning on attending a leadership meeting. There was also going to be an active shooter training on October 28<sup>th</sup>.

President's Report

President Frome had nothing to report.

Old Business

There was none.

New Business

- a. There were no requests for Employee Educational Seminars.
- b. Selling a section of parcel #18126020740963 in the business park died due to lack of a motion.
- c. (Toufar)(Schafer) to table issuing a kennel license to Brittany Johnson till she is present.

- d. (Hagen)(Toufar) to continue gathering information on the proposed 2017 Street Projects, excluding Park Street and Washington Street.
- e. (Pokallus)(Hagen) carried to authorize both MSA Professional Services and McMahon Engineering to submit “Intent to Apply” and “Priority Evaluation and Ranking Formulas” for the “Clean Water Fund Program” and the “Safe Drinking Water Loan Program” for upcoming projects.
- f. (Pokallus)(Day) carried on a unanimous roll call vote to amend Section 10-1-13 “Control of Traffic at Certain Intersections” of the Village Code of Ordinances to add yield signs at the corner of Roberts and Washington.
- g. (Hagen)(Toufar) carried on a unanimous roll call vote to create Ordinance 2-4-6 “Police Commission”.
- h. (Hagen)(Toufar) carried on a unanimous roll call vote to amended Section 5-1 “Law Enforcement” of the Village Code of Ordinances to install a Police Commission.
- i. (Schafer)(Pokallus) carried to have no change for the 2017 Sewer Rates.
- j. (Hagen)(Pokallus) carried to make a payment for the sidewalk constructed on Village owned property located between 107 East Clark Street and 113 East Clark Street.
- k. (Pokallus)(Toufar) carried to issue a Temporary Class “B” Retailer’s License to the Spencer Fire and Rescue Support Association for their annual Steak Feed and Dance, 206 East Willow Drive, on October 22<sup>nd</sup>.
- l. (Pokallus)(Hagen) carried to issue Temporary Operator’s Licenses to Jeremy Vogel and Jayne Endries for the Spencer Fire and Rescue Support Association for their annual Steak Feed and Dance, 206 East Willow Drive, on October 22<sup>nd</sup>.
- m. (Hagen)(Toufar) Carried on a unanimous roll call vote to approve the current vouchers.

#### Clerk’s Report

- a) Paul Hensch presented the quarterly budget review.
- b) Building permit issued to Jeremy Chapman 203 S Haslow Street for blacktopping driveway at an approximate value of \$3,250.
- c) Building permit issued to Jon and Marie Luepke 300 S Haslow Street for adding an entrance way and deck at an approximate value of \$1,800.
- d) Building permit issued to Camron Schuh 309 W Main Street for installing a fence at an approximate value of \$1,600.

#### Committee Reports

- a) Finance and Personnel Committee-Chairperson Hagen reported that the Committee discussed a possible K-9 unit and the Police Commission.
- b) Utilities and Equipment Committee-Chairperson Schafer reported on Well #5. He also shared plans about removing the old water tower, and that they were waiting on better conditions to start testing Well #7.

- c) Parks and Buildings Committee-Chairperson Wienke reported on the Lions working on the Lions Shelter siding. He reviewed the ideas for the concession stand at Arc Park, and set the Veterans Park Fallen Soldier Statue addition and brick placement for November 12<sup>th</sup>, at 1 pm.
- d) Health and Emergency Government Committee-Chairperson Toufar had nothing to report.
- e) Economic Development and Main Street Committee-Chairperson Pokallus discussed the creation of TID #4 and the amendment to TID #2.
- f) Streets and Sidewalks Committee-Chairperson Day discussed the various street projects being considered.

Enter into Closed Session:

- a) (Schafer) (Toufar) carried on a unanimous roll call vote to enter closed session Per Wis. Stats. 19.85 (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- b) (Schafer)(Pokallus) carried on a unanimous roll call vote to reconvene into open session pursuant to Wis. Stats. 19.85(2) for possible additional discussion and/or action concerning any matter discussed in closed session and/or any unfinished item remaining on the agenda.
- c) (Hagen)(Wienke) carried to approve the Public Works quarterly performance reviews.

(Day)(Pokallus) carried to adjourn the meeting at 8:42.

Clerk: \_\_\_\_\_

President: \_\_\_\_\_