

**Village of Spencer  
Minutes of Regular Board of Trustees Meeting  
Monday, February 12, 2024, 6:30 P.M.  
Spencer Municipal Complex**

President Toufar called the meeting to order at 6:30 pm.

The Pledge of Allegiance was recited.

**Roll Call**

Trustees Carolifi, Jicinsky, Hoes, Krause, White, and Toufar were present.

(Hoes)(Krause) was carried by unanimous consent to appoint Tom Schafer to fill the vacant Trustee position

**Approval of Minutes**

(Jicinsky)(Hoes) was carried to dispense with the reading of the previous Regular Board of Trustees meeting minutes and approve them as printed, with Trustee Schafer abstaining.

**Public Comments**

Ryan Tobin inquired about the potential to vacate the road north of his property. Tracy Felix reported on the status of her daughter Sophia's Everyone Can Play fundraising project.

**Announcements**

There were no announcements.

**Public Works' Report**

Will Garton reported that the water department treated 3.532 million gallons in January. There was a communication equipment failure at Well #6 that required the well to be run by hand for several days before it was fixed by L.W. Allen. There was a water main break on January 21<sup>st</sup> that was repaired the next day. The wastewater grit removal system was delivered as was the mini excavator and the vacuum trailer. Trevor Ackman has agreed to become the second wastewater operator. The walking path at Adams Street was improved and plans and materials for the bridge at that location are being worked on. Street signs at the intersection of Hwy 13 and North LaSalle were replaced after a traffic accident and new truck route signs have been ordered for Willow and LaSalle. Will talked with Dave from Portage County about painting railroad crosswalk lines and believes we may be able to do that work ourselves.

**Police Chief's Report**

Chief Bauer reported that during the month of January officers handled 157 calls for service, issued 31 citations and 12 written warnings. Chief Bauer attended meetings at Spencer Kids Group, the Marathon County Health Department and the Spencer School District. The department is updating business contact files that can be referenced after hours as necessary.

**President's Report**

President Toufar had nothing to report.

**Old Business**

Clerk Helgestad reported that OnSolve refused to allow the Village to break its 2024 contract. They did apply a 10% discount to the fee.

**New Business**

(Carolifi)(Krause) was carried to approve Resolution 2024-2, the Safe Routes to School Plan.

(Carolifi)(Hoes) was carried to approve the release of the easement rights for the stormwater easements interior to the SC Swiderski property. Trustee Carolifi abstained.

(Carolifi)(Hoes) was carried to approve correcting the utility easement rights for the utility easements on the perimeter of the SC Swiderski property. Trustee Carolifi abstained.

(Jicinsky)(Hoes) was carried to approve The Second Amended Joint Chapter 11 Plan of Reorganization of ENDO International PLC.

(Carolifi)(Hoes) was carried to approve the redesign of Well #7/WTP #2 to single-phase.

(Hoes)(White) was carried to approve the posting for the vacant Roving Helper position.

(Carolifi)(Schafer) was carried to allow Chris Helgestad to enroll in the 2024 Clerks and Treasurers Institute – Clerk Year One program.

(Carolifi)(Jicinsky) was carried to allow Chris Helgestad to attend a two-day training session with overnight stay on municipal financing hosted by Ehlers.

(Schafer)(Krause) was carried to allow John Dunbar and Mike Engevold to attend a two-day training session with overnight stay at the WRWA Annual Technical Conference.

(Hoes)(Krause) was carried to approve a Temporary Class “B”/”Class B” Retailer’s License for Spencer Kids Group for their Spring Fever Dance on April 13, 2024.

(Carolifi)(Krause) was carried to approve a Temporary Operator’s License for Lindsey Hinrichsen.

(Hoes)(Carolifi) was carried by unanimous roll call vote to approve current vouchers.

### **Clerk’s Report**

Building Permits issued to Perry Hinrichsen (R&R Flooring) at 312 S. Pacific Street to remodel the reception area and showroom at a cost of \$44,000 and Allan Abegglen at 413 W. Clark Street for siding, roof, garage floor, windows and doors at a cost of \$75,000. Public notices of Village Board meetings will no longer be physically posted at the Post Office and Partners Bank. A physical posting at the Village Office and a posting on the Village website satisfies the open meetings requirement. Helgestad reported on the status of the 2024-2025 street and utility projects. Helgestad reported on the interest for shipping containers to be used as accessory structures and will refer the issue to the Planning Commission.

### **Committee Reports**

Finance and Personnel Committee – Chairman Hoes had no report.

Utilities and Equipment Committee – Chairman Schafer had no report. Regular joint Utility and Street Committee meetings will be encouraged during the construction season.

Parks and Buildings Committee – Chairman White had no report. A meeting will be scheduled to address fundraising for Everyone Can Play and the Band Shelter.

Health and Emergency Government Committee – Chairman Krause had no report.

Economic Development and Main Street Committee – Chairman Carolfi had no report. The Village’s CDBG Revolving Loan fund will be a topic of future discussion.

Streets and Sidewalks Committee – Chairman Jicinsky had no report. The walking trails project will be a topic for future discussion.

(Carolifi)(Schafer) was carried to adjourn at 8:08 pm.

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Harry Toufar, Village President

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Chris Helgestad, Clerk