

**Village of Spencer**  
**Minutes of Regular Board of Trustees Meeting**  
**Monday, March 11, 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 Carolfi, Jicinsky, Hoes, Schafer, Krause, White, and Toufar were present.

**Approval of Minutes**

(Jicinsky)(Carolfi) was carried to dispense with the reading of the previous Regular Board of Trustees meeting minutes and approve them as printed.

**Public Comments**

Debbie Kunze wished Trustee Hoes a happy birthday. Mary Lee and Michael Leonard asked the board to consider allowing chickens in the Village.

**Announcements**

Annual Chamber Banquet March 21<sup>st</sup>, 6:00 PM at Spencer Kids Group, RSVP. Spring Election is April 2<sup>nd</sup>. Voting by Absentee ballot runs from March 19<sup>th</sup> through March 29<sup>th</sup>. The public test of Village voting equipment will be on March 26<sup>th</sup> at 10:00.

**Public Works' Report**

Assistant Wastewater Operator Trevor Ackman reported that in February the WWTP treated 7.4 million gallons of wastewater. Hemlock and Pine Street lift station plans were finalized and are out for bid. Dissolved oxygen and oxygen reduction potential probes failed on the oxidation ditch; new probes are on order through Crane Engineering. The Pista startup is scheduled for April 3<sup>rd</sup>. We plan to begin install next week as an effort to reduce the amount of downtime, but also ensure that we have the install complete before the startup. Both mixing pumps are back online with the help of Crane Engineering. Trevor has been studying for the DNR Wastewater exams and plans to take his first test in April. Water Department treated 3.4 million gallons of water. Details and specifications were finalized with Town & Country for the water plant and Park Street projects prior to sending out for bids. Water main break was repaired in the 300 block of E Clark Street. Walking path bridge was constructed. Mike has begun street sweeping activities. New ADA compliant swing was installed at Madison Street Park. Ash and debris from brush burning is being hauled out to Casey Krause's abandoned pit for disposal.

**Police Chief's Report**

Chief Bauer reported, that during the month of January, officers handled 174 calls for service, issued 30 citations and 8 written warnings. Chief Bauer attended a meeting at Spencer Kids Group and met with Marathon County Information Technology. Officers completed training pertaining to officer wellness. The police department would like to remind residents of the nuisance property ordinance. The police department will be contacting property owners who are in violation of nuisance property. With the warmer weather, we are encouraging property owners to clean up junk from their property. Routine maintenance was performed on all the department vehicles.

**President's Report**

President Toufar had nothing to report.

## **New Business**

(Carolifi)(Jicinsky) was carried to approve the draft CSM to remove the stormwater easements interior to the SC Swiderski parcel in the Graupner II subdivision.

(Carolifi)(Jicinsky) was carried to approve Resolution 2024-3 “A resolution to forgive local and school tax equivalents for the Water Utility to the Village for the year 2023, and set the tax amount to the Water Utility to zero”.

(Schafer)(Carolifi) was carried to approve the Everyone Can Play Project purchase of an ADA compliant Combo Swing Frame, with wheelchair platform and pull chain.

(Carolifi)(Hoes) was carried to approve the Village’s Fee Schedule.

(Carolifi)(Schafer) was carried to approve the Band Stage design, specifications, and bidding.

(Schafer)(Krause) was carried to approve a Temporary Liquor License for the Spencer Lions Smelt Feed April 3<sup>rd</sup> at 117 E Clark Street.

(Schafer)(Krause) was carried to approve the Spencer Community Boosters 6-month Class “B” Liquor License for ARC Park May 1<sup>st</sup> to October 31<sup>st</sup>

(Schafer)(Carolifi) was carried to approve Temporary Operator’s Licenses for Ben Wojcik and Dan Krause.

(Carolifi)(Jicinsky) was carried by unanimous roll call vote to approve Pay Request #7 (Final) from Earth on the Graupner Subdivision Project - \$28,500.

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

## **Clerk’s Report**

Building permit issued to Victor Sandley at 206 S Pearl Street for a bathroom remodel with an approximate cost of \$5,000. Building permit issued to Roger and Jenifer Winch at 506 N LaSalle Street to place two sheds at an approximate cost of \$200. Clerk Helgestad updated the Board on the potential activity in the Business Park and Graupner Subdivision, as well as the dates and times of the well and lift station bid openings.

## **Committee Reports**

Finance and Personnel Committee – Chairman Hoes had no report.

Utilities and Equipment Committee – Chairman Schafer had no report.

Parks and Buildings Committee – Chairman White reported on the March 27<sup>th</sup> Parks and Building Committee meeting, including fundraising for Everyone Can Play and the Band Shelter, the legion display case, and the walking trails.

Health and Emergency Government Committee – Chairman Krause had no report. A meeting was scheduled for March 20<sup>th</sup> at 6:00 to talk about the chicken request.

Economic Development and Main Street Committee – Chairman Carolfi had no report. A meeting was scheduled for March 20<sup>th</sup> at 6:30 PM to talk about the inquiries in the Business Park and Graupner Subdivision.

Streets and Sidewalks Committee – Chairman Jicinsky had no report.

(Carolifi)(Jicinsky) was carried by unanimous roll call vote to enter into Closed Session per Wisconsin Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Review of employment applications for the Roving Helper position.

(Carolifi)(Jicinsky) was carried by 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.

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

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Harry Toufar, Village President

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Chris Helgestad, Clerk