

Village of Spencer
Minutes of Regular Board of Trustees Meeting
November 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.

Helgestad verified that open meeting laws were followed.

Trustees Carolfi, Jicinsky, Hoes, Schafer, Krause, White, and Toufar were present. Also present were Clerk Helgestad, Public Works John Dunbar, and Police Chief Shawn Bauer.

There were no agenda order changes.

(Carolfi)(Krause) was carried to dispense with the readings of the regular October 14, 2024 meeting minutes and the special October 22, 2024 meeting minutes and approve them as printed.

No Public comments.

There were no announcements.

A brief summary of recent Public Works activity was presented by Public Works John Dunbar.

A brief summary of recent Police activity was presented by Chief Shawn Bauer.

There was no Presidents report.

(Carolfi)(Hoes) was carried to approve Resolution 2024-11, Discontinuation of a Public Way, that being portions of E Wendell and E Loisa Street.

(Carolfi)(Krause) was carried to approve a CSM for Tom Schafer at 710 N LaSalle Street. Schafer abstained.

Jim Mauer spoke in favor of his request to discontinue part of N Monroe Street. The request was approved by the Planning Commission on the condition a utility easement remain. (Carolfi)(Hoes) was carried to approve the discontinuation of the N Monroe Street between Peach Street and Clark Street, but retain a utility easement.

(Schafer)(Jicinsky) was carried to approve raising the monthly garbage fee from \$8 to \$9 effective November 1, 2024.

(Hoes)(Krause) was carried to approve forgiving late fees associated with the October W/S/G/R bills that were lost in the mail.

(Carolfi)(Jicinsky) was carried to approve a new developer's agreement for SC Swiderski.

(Schafer)(Hoes) was carried to approve the application of a 10% surcharge on all delinquent water and sewer utility bills as of September 25, 2024 that are unpaid as of November 15, 2024.

(Hoes)(White) was carried to approve authorizing the Village Clerk to place all past due bills as of September 25, 2024 and unpaid as of November 15, 2024 on the 2024 Real Estate Tax Roll for collection.

(Carolfi)(White) was carried by unanimous roll call vote to approve S.D. Ellenbecker's Pay Request #3 for the Band Shelter project for an amount of \$114,534.00.

(Schafer)(Krause) was carried to approve a proposal by American Engineering Testing for excavation observation associated with the Well #7/WTP #2 project for an estimated amount of \$4,436.50.

(Jicinsky)(Carolfi) was carried by unanimous roll call vote to approve Ellis Stone's Pay Request #1 for the Well #7/WTP #2 project in the amount of \$364,561.60.

(Jicinsky)(Hoes) was carried by unanimous roll call vote to approve Switlick & Son's Change Order #2 for the Park Street project for an additional \$27,745.00.

(Jicinsky)(Hoes) was carried by unanimous roll call vote to approve Switlick & Son's Pay Request #4 for the Park Street project for \$438,920.61.

(Jicinsky)(Carolfi) was carried by unanimous roll call vote to approve Tri-City's Change Order #2 for the Madison Street project for an additional \$70,625.75.

(Krause)(Carolfi) was carried by unanimous roll call vote to approve Tri-City's Pay Request #5 for the Madison Street project for \$310,305.22.

(Jicinsky)(Hoes) was carried by unanimous roll call vote to approve Tri-City's Pay Request #2 for the Pine & Hemlock Lift Stations project for an amount of \$31,853.50.

(Carolfi)(White) was carried to approve Operator licenses for Madison Cook and Zachary Baum.

(Carolfi)(Hoes) was passed by unanimous roll call vote to approve current vouchers totaling \$1,441,476.97.

A brief summary of clerk activity was presented by Helgestad.

Trustee Jicinsky gave a verbal report of the October 17, 2024 Fire and Ambulance Commission meeting.

Finance and Personnel Committee – Chairman Hoes had no report. He scheduled a budget meeting for a committee of the whole for November 20, 2024 at 6:30 p.m. to finalize the 2025 budget and levy.

Utilities and Equipment Committee – Chairman Schafer had no report.

Parks and Buildings Committee – Chairman White reported that the Stage ribbon cutting was well attended and appreciated by the community.

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

Economic Development and Main Street Committee – Chairman Carolfi reported that the Christmas Parade is scheduled for December 1st, 2024 at 4:30. Spencer Kids Group has a Lunch with Santa event planned for Saturday, December 7, 2024 at 11:00 a.m.

Streets and Sidewalks Committee – Chairman Jicinsky had no report.

(Carolfi)(Krause) was carried to adjourn at 7:40 p.m.

Harry Toufar, Village President

Chris Helgestad, Clerk