

**VILLAGE OF BALDWIN  
REGULAR MEETING MINUTES  
March 12, 2014 – 6:00pm**

The Village Board of the Village of Baldwin opened their regular board meeting on Wednesday, March 12, 2014 at the Baldwin Municipal Center, 400 Cedar Street. President Zevenbergen called the meeting to order at 6:02p.m. Pledge of Allegiance was recited by all present.

Roll call was taken by Clerk Tracy Carlson – Present: President Willy Zevenbergen, Trustees Lisa Knutson, Greg Larson, Doug Newton, Duane Russett, Jennifer Recifo-Smith and Claire Stein.

Others present: Attorney Terry Dunst, Engineer Mike Stoffel, Clerk of Courts Kathy Jo Brihn, Chief of Police Jim Widiker, Tom Hawley, Anita Voiles

Newton **moved** to approve written checks #29493-29619, payroll vouchers – #V14648 – V14754 and on-line checks #461-470. Seconded by Larson. Motion carried.

Russett **moved** to approve the final financial report and budget comparison for 2013 and the financial report and budget comparison for Feb., 2014 as presented. Seconded by Newton. Motion carried.

President Zevenbergen reviewed the consent agenda. Larson requested agenda item #10 - approval of personal property tax write-offs in the amount of \$120.45 be removed for discussion.

Stein **moved** to approve consent agenda items #6-9, 11 and 12. Seconded by Russett. Motion carried. Items approved by consent agenda:

6. Minutes from Feb. 12, 2014 Regular Bd meeting
7. Spring clean up dates - April 25-26, 2014
8. Monthly municipal court report
9. Operator's License to Eric Newcomb – Nilssen's Foods
11. Request to transfer funds from excess revenues to PTO savings account in the amount of \$31,159.71.
12. Request to transfer excess Ambulance funds to sinking fund in the amount of \$41,153.76.

Larson asked for clarification on the personal property tax write-offs. After explanation, Larson **moved** for approval. Seconded by Russett. Motion carried.

President Zevenbergen called for public comments. No public comments.

Based on the Planning Commission recommendation, Knutson **moved** to deny the conditional use permit request from Tom Hanson, owner of 680 Main St. Hanson requested converting the commercial space on the main level of 680 Main St. to an apartment. Seconded by Recifo-Smith. Motion carried.

Anita Voiles, President of Botany Belles and Beaus, requested \$1250 for flowers, planters, baskets and flowers for Windmill Park. Knutson **moved** to contribute \$1250.00 towards the club. Seconded by Russett. Motion carried.

Stein **moved** to reassign the conditional use permit issued to Jumpstart Daycare and Gymnastics (June, 2012) located at 2570 Gracie Dr. to new tenant, Jennifer O'Bryan who will be starting a daycare business in the same location and to issue it to the property owners as well. Seconded by Knutson. Motion carried. O'Bryan will be expected to abide by the terms of the original conditions on the permit.

Stein **moved** to approve the use of plastic (PVC) pipes on Oak St. for the mains as part of the construction project. Seconded by Knutson. Motion carried. Copper pipes will be used for services to the houses.

Newton **moved** to award the Oak St. construction bid to Albrightson Excavating in the amount of \$200,009.05. Seconded by Larson. Motion carried.

The board reviewed a request from Kahler Slater, architectural firm for the Baldwin Area Medical Center, to use Ayres & Assoc. as their engineering firm for the new hospital project. The board discussed possible conflicts of interest by allowing the hospital to use the same engineering firm as the village. The board was assured that Engineer Mike Stoffel would not be working on the BAMC project. His loyalty is to the village. After some discussion, Stein **moved** to approve the request from Kahler Slater to use Ayres & Assoc. as their engineering firm. Seconded by Russett. Motion carried.

Russett **moved** to contribute \$200 to the Baldwin Area Medical Center "Booster Shot Run" during June Bug Days. Seconded by Stein. Motion carried.

The board determined that a long-range sidewalk plan should be created. They instructed the Public Safety Committee to meet to determine some initial concerns, thoughts and ideas. They will report to the board and determine what a long-range plan should look like.

Discussion was had about possibly addressing the WI DOT with concerns about the Hwy. 63 by-pass that is planned but not scheduled. At the request of the Baldwin Area Medical Center, the board discussed whether or not the by-pass plans should remain going around the village or if the DOT should be asked to reconsider the plans. It was the consensus of the board that the by-pass should remain as planned. This project is not on the DOT schedule for completion. It may be many years before it is constructed.

## **REPORTS -**

### **Village Engineer – Mike Stoffel**

Stoffel reported that the Dept of Administration has closed the CDBG grant for Main St. and the last payment will be made and sent within 4-6 weeks.

### **Village Attorney – Terry Dunst – no report**

## **Dept. Heads –**

- a). Public Works – PW Director Traxler was not present. Clerk Carlson reported that there are approx. 200 homes and businesses who have been asked to run their water due to freezing pipes. PW Director Traxler doesn't see a need to ask all the water/sewer customers to run water at this time.
- b). Police Dept – President Zevenbergen received written notice from Police Chief Jim Widiker of his retirement effective April 30, 2014. The Police Commission will be consulted on hiring his replacement. The board thanked Chief Widiker for his 26 years of service to the village.
- c). EMS – no report

## **Committee Reports –**

- a. EMS – no report
- b. Parks & Rec – no report
- c. Streets & Building – no report
- d. Public Safety/Personnel – no report
- e. Water & Sewer – no report

## **Clerk's Report – Tracy Carlson - Carlson reported on the following:**

- a). Clerk Carlson and Deputy Clerk Eggen will be at the WMCA District meeting in Rice Lake on Friday, March 14, 2014. Election training and alcohol licensing training is on the agenda.
- b). Spring election will be held on April 1, 2014.
- c). Plans for the Farmers Market are moving forward with the first day of the market to be June 7, which is over June Bug Days weekend.
- d). Carlson thanked the board for their support as she and her family mourn the loss of their son.

Knutson **moved** to adjourn the meeting. Seconded by Larson. Meeting adjourned at 7:28pm.

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Willard Zevenbergen  
Village President

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Tracy Carlson  
Village Clerk