

VILLAGE OF BALDWIN
REGULAR MEETING MINUTES
May 14, 2014 – 6:00pm

The Village Board of the Village of Baldwin opened their regular board meeting on Wednesday, May 14, 2014 at the Baldwin Municipal Center, 400 Cedar Street. President Zevenbergen called the meeting to order at 6:00p.m. Pledge of Allegiance was recited by all present.

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

Others present: Attorney Tom Schumacher, Engineer Mike Stoffel, Clerk of Courts Kathy Jo Brihn, Police Sergeant Jake McAbee, Public Works Director John Traxler, EMS Chief Craig Nelson, Tom Hawley, Joe Miller, Brad Coplan, Wes Joachim, Krista Shipley, Sonya Jansma, Gary Newton, Municipal Judge Tamora Hovde, Ben Campbell, Steph Jansma, Joe Fisher

Newton **moved** to approve written checks #29739-29864, voided checks #29401, 29640, 29681, payroll vouchers – #V14866-V14978 and on-line checks #480-493. Seconded by Russett. Motion carried.

Russett **moved** to approve the financial reports and budget comparisons for April, 2014 as presented. Seconded by Recifo-Smith. Motion carried.

President Zevenbergen reviewed the consent agenda. Russett **moved** to approve consent agenda items #6-14. Seconded by Knutson. Motion carried. Items approved by consent agenda:

- Minutes dated April 9, 2014 and April 16, 2014
- Proclamation for Emergency Medical Services Week – May 18-24, 2014
- Proclamation for National Public Works Week – May 18-24, 2014
- Proclamation for National Police Week – May 1-16, 2014
- Operator's License – Forsberg, Erick – Liquor Haus
- Monthly municipal court report
- 9th Ave. closure request from St. Croix Valley Dance Academy – May 20, 2014
- Baldwin-Telecom Utility Permit request for 220th, between Cedar and 70th Ave.
- Repayment schedule for repayment of \$179,657.27 from TIF 6 to General Fund for Main St. project

President Zevenbergen called for public comments. No public comments.

Knutson **moved** to approve Annexation Ordinance 2014-03 pertaining to 10 acres at 624 Hwy. 63 as requested by KidsPlaza III (Bear Buddies Childcare). Seconded by Newton. Motion carried. The annexation ordinance states that zoning will be C-1 local commercial, which is contrary to the recommendation from Planning Commission.

Stein **moved** to approve an easement agreement with KidsPlaza III (Bear Buddies Childcare). Seconded by Knutson. Motion carried. The easement agreement is for a potential road extending straight north from 11th Ave.

Russett **moved** to approve a project agreement with KidsPlaza III (Bear Buddies Childcare). Seconded by Stein. Motion carried.

The board reviewed the Planning Commission recommendations for KidsPlaza III (Bear Buddies Childcare). The Planning Commission recommended zoning to be C-1 Local Commercial on the front 2 acres and R-2 Residential for the back 8 acres. Because the certified survey map wasn't available at the time of annexation, the 10 acres were not divided. Zoning was then classified for the entire 10 acres as C-1 Local Commercial per Annexation Ordinance 2014-03.

Knutson **moved** to approve the conditional use permit for a day care per Planning Commission recommendation for KidsPlaza III (Bear Buddies Childcare) with no additional conditions required. Seconded by Russett. Motion carried.

Stein **moved** to approve the site plan for KidsPlaza III (Bear Buddies Childcare) per village engineer's recommendation for revisions and updates as recommended by the Planning Commission. Seconded by Zevenbergen. Motion carried.

Newton **moved** to approve all requests made by June Bug Days Committee for June Bug Days. Seconded by Recifo-Smith. Motion carried. Items approved include:

Dates – June 5-7, 2014; Parade route and road closures; Temporary class “B” retailers license; Public dance license; Beer garden application; Temporary operator's licenses – Cheri Coltrain, Rick Coltrain; Temporary operator's licenses for BW Youth Ball Association – Josh Maurer, Lori Furrer, Mark Roemhild, Benjamin Campbell
Fireworks permit; Request to close Main St. for June Bug Days Car Show (Brad Coplan);
Waiving of all fees related to June Bug Days

Recifo-Smith **moved** to approve a donation of \$5000 to June Bug Days Committee for the purchase of fireworks for June Bug Days. Seconded by Newton. Motion carried.

Newton **moved** to approve the installation of a dog park on 60th Ave. just north of Wintergreen Park at the request of Sonya Jansma and Steph Jansma and the Baldwin Wide-Awake 4H Club. Seconded by Knutson. Motion carried. The club will take care of raising funds, installing and maintaining the park.

Stein **moved** to approve a \$2000 donation to the Baldwin Woodville Youth Ball Association to cover the cost of umpires, per their request. Seconded by Russett. Motion carried 5-1 with Zevenbergen opposed.

Knutson **moved** to approve a hearing be set for the owners of The Coachman regarding non-renewal of their liquor license due to ordinance violations. Meeting is to be set for June 11, 2014 (Regular Board meeting). Seconded by Recifo-Smith. Motion carried.

Newton **moved** to approve a proposal for a snowmobile trail on the far southern corner of 90 acres the village owns near the sewer plant (corner of 200th and Cty. Rd. J) as requested by Gary Newton. Seconded by Knutson. Motion carried.

Attorney Tom Schumacher made the board aware that his firm (Bakke Norman) represents J&C Trucking and the Village of Baldwin. Schumacher explained that J&C Trucking is leasing their buildings and property to Bay & Bay Trucking. Per the previously approved developer's

agreement, the Village Board must approve the lease arrangement. Stein **moved** to approve the request from J&C Trucking to lease their property and buildings to Bay & Bay Trucking, per the developer's agreement, section 6.1 between the Village of Baldwin and J&C Trucking. Seconded by Newton. Motion carried.

Stein **moved** to hire Thomas Fletcher as a full-time paramedic with the Ambulance Service. Seconded by Knutson. Motion carried.

Joe Miller, Town of Hammond Planning Commission member, addressed the board about possibly combining the Village of Baldwin Municipal Court with the Town of Hammond Municipal Court. Russett **moved** to proceed with the proper ordinances and agreements that will need to be in place to combine the courts. The board will review these and discuss this further at the regular June board meeting. Seconded by Knutson. Motion carried.

Knutson **moved** to approve a change in procedures for issuing fireworks possession permits to the fireworks sellers per the request of Clerk Carlson. Seconded by Newton. Motion carried. Carlson requested to have the sellers pay for the possession permits at the time of pick up from the clerk's office instead of when they are issued to consumers. A report from the sellers will still have to be submitted to the clerk for review per local ordinances.

REPORTS -

Village Engineer – Mike Stoffel

Stoffel reported that the village has been awarded a MSIP Grant from the State of WI in the amount of \$324,000 for reconstruction of Maple St. from 6th Ave. to 220th. This is a 50/50 grant. The village will be responsible for at least \$324,000 to complete the project.

Stoffel reported the Oak St. construction will begin immediately following June Bug Days (June 5-8).

Stoffel updated the board on the Baldwin Area Medical Center concept plan. They will be meeting with village staff to discuss further.

Dept. Heads –

- a). Public Works – Traxler reported that the Urban Forestry Committee met to discuss a variety of items including contractor's agreement and removal and trimming of trees in the village.
- b). Police Dept – no report
- c). EMS – Chief Nelson mentioned that it's EMS week from May 18 – 23. On May 21 there will be a light meal served to the EMS employees and recognition of those employees celebrating milestone years with the service.

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). Deputy Treasurer Kay Suckow attended the spring WI Municipal Treasurer’s Conference.
- b). Summer hours and flexibility for employees will begin after Memorial Day.

President Zevenbergen called for a break at 7:34pm.

President Zevenbergen called the meeting back to order at 7:39pm.

Russett **moved** to convene to closed session pursuant to Wisconsin Statutes 19.85(1) (c) – Consideration of employment, promotion, compensation or performance evaluation data of any village employee who is subject to the jurisdiction or authority of the board. Seconded by Knutson. Motion carried by roll call vote. Closed session was called to order at 7:39pm. The Village Board discussed police department employee concerns and they were updated on the search for a new police chief.

Russett **moved** to adjourn the meeting. Seconded by Knutson. Meeting adjourned at 8:27pm.

Willard Zevenbergen
Village President

Tracy Carlson
Village Clerk