

**VILLAGE OF BALDWIN**  
**REGULAR MEETING MINUTES**  
**October 8, 2014 – 6:00pm**

The Village Board of the Village of Baldwin opened their regular board meeting on Wednesday, October 8, 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 Doug Newton, Jennifer Recifo-Smith, Claire Stein, Brian Nadeau and Duane Russett. Trustee Lisa Knutson was absent.

Others present: Attorney Terry Dunst, Engineer Mike Stoffel, Public Works Director John Traxler, Police Chief Darren Krueger, EMS Chief Craig Nelson, Kelly Owen, Glenn Johansen, Kathryn Johansen, Bill Rubin, Thomas Fletcher, Joe Granberg, Kathy Jo Brihn, Brent Wernlund, Brian Lovdahl, Robb Paulson, Alison Page, Michelle Johansen, Andrew Johansen, Alyxis Johansen, Disa Wahlstrand, Sam A. Miller, Amos A. Miller, Heather Zinda, Aaron Mckeever, Harvey Heilkema

Russett **moved** to approve written checks #30288-30390; payroll vouchers – #V15433-V15547 and on-line checks #526-532. Seconded by Recifo-Smith. Motion carried.

Newton **moved** to approve the financial reports and budget comparisons for September, 2014 as presented. Seconded by Nadeau. Motion carried.

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

- Minutes dated Sept. 10, 2014
- Operator's Licenses for Tristy Hopp – Nilssen's Super Valu; Tone L. Whitehead – Hogg Pen Bar & Grill
- Updated Emergency Operations Manual
- Appointing new poll workers – Carol Zevenbergen, Janet Rieck, Mary Ellen Brue, Danielle Mundt, Barbara Brunkhorst, Jill Goodrich, Erica Wahlquist, Cynthia Chevalier, Bonnie Van Someren, Aaron Mckeever, Darlene Kongshaug
- Municipal court report for Sept.
- Pay request #2 for Albrightson Excavating for Oak St. in the amount of \$65,146.85
- Acknowledge Police Commission appointment of Joe Garden, new full-time Police Officer

Zevenbergen called for public comments. Harvey Heilkema and Brent Wernlund asked the board to reconsider putting a moratorium in place on impact fees. As the board cannot act on public comments, this issue will be discussed at the next regular board meeting. No additional comments were heard.

EMS Chief Craig Nelson awarded Michelle Johansen with a Good Samaritan Award for her life-saving efforts performed on an ailing woman in a vehicle on the side of the road in September. Ms. Johansen's efforts saved the woman's life. The Village Board and those present thanked her for her heroic efforts with a large applause.

Russett **moved** to approve the expansion request from Blackhawk Garage Doors (Casey Weiss) for a 15' x 48' addition at 370 8<sup>th</sup> Ave. per Planning Commission recommendation, contingent upon lot lines being verified, confirming routing drainage towards the west side of the property and installing a silt fence prior to construction. Seconded by Stein. Motion carried.

Newton **moved** to approve a certified survey map for two lots for Baldwin Area Medical Center and Erickson Freedom Station, per Planning Commission recommendation. Seconded by Russett. Motion carried. This map cuts a small triangle of an existing lot owned by Erickson Freedom Station needed for the access roadway for the hospital project.

Stein **moved** to approve a certified survey map per Planning Commission recommendation creating two lots and an outlot for the Baldwin Area Medical Center and to dedicate the right-of-way for the access roadway contingent upon the hospital owning all the land on the CSM and that a developers agreement is approved and signed. Seconded by Nadeau. Motion carried. Dedication of the right-of-way occurs when the map is recorded with St. Croix County Register of Deeds.

Russett **moved** to approve a sign application submitted by the Baldwin Area Medical Center for a temporary construction sign as recommended by Planning Commission. Seconded by Recifo-Smith. Motion carried.

Newton **moved** to approve the footings and foundation site plan submitted by Baldwin Area Medical Center for their new facility at Hwy. 63/I94 waiving the north side sidewalk requirement and waiving the 15' right-of-way tangent requirement for the access road. Seconded by Stein. Motion carried.

Russett **moved** to approve a developer's agreement between the Village of Baldwin and the Baldwin Area Medical Center for phase 1 of construction of the new hospital facility. Seconded by Stein. Motion carried.

Bill Rubin, Executive Director of St. Croix Economic Development Corporation updated the board on the activities and work that the organization is doing. The board thanked him for coming.

Nadeau **moved** to approve an ambulance invoice adjustment for Sam A Miller due to a misunderstanding. Remaining amount owed by Miller is \$393.80. Seconded by Stein. Motion carried 4-2 with Recifo-Smith and Newton opposed.

President Zevenbergen called for a recess at 7:10pm.

President Zevenbergen called the meeting to order at 7:15pm.

Sean Lentz and Patrick Malloy from Ehlers Financial presented the board with options for financing the Maple St. reconstruction project. They also reviewed the village's current financial borrowing position. No action taken.

Newton **moved** to approve Resolution 2014-09 - Final Resolution Authorizing Public Improvement and Levying Special Assessments Against Benefitted Property for the Oak St. special assessments. Seconded by Recifo-Smith. Motion carried by roll call vote with all in favor.

Nadeau **moved** to approve Resolution 2014-10 - Resolution for Line of Succession in an Emergency. Seconded by Newton. Motion carried by roll call vote with all in favor.

The current assessor, Galen Seipel, will be retiring at the end of 2014. Request for proposals for assessment services were sent to five companies. Three proposals have been received. Russett **moved** to allow Zevenbergen and Carlson to interview the three assessors who submitted proposals and report to the board at the November meeting. Seconded by Newton. Motion carried.

Stein **moved** to approve the purchase of new election equipment in 2015 per County Clerk Cindy Campbell and Village Clerk Carlson's recommendation. Seconded by Russett. Motion carried.

Stein **moved** to approve the 2015 EMS fee schedule as presented. Seconded by Newton. Motion carried. Letters will be sent to United Fire and Rescue and the neighboring municipalities.

The Village has been notified that Bakke Norman, village attorney firm, is raising their rates for 2015. The board requested an evaluation of fees to determine if a flat rate would be a better option. Item was tabled until the November board meeting.

## **REPORTS -**

**Village Engineer – Mike Stoffel** – no report

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

## **Dept. Heads –**

- a). Public Works – no report
- b). Police Dept – no report
- c). EMS – no report – not present. (Chief Nelson was called out on an EMS run during the meeting).

## **Committee Reports –**

- a. EMS
  - i. Zevenbergen **moved** to approve the new EMS employee handbook. Seconded by Nadeau. Motion carried.
  - ii. Nadeau **moved** to approve charging \$75 for United Fire & Rescue stand-by runs for the rest of 2014 due to a miscommunication on fees. Seconded by Russett. Motion carried.
- b. Parks & Rec
  - i. Russett **moved** to approve the request from the Youth Ball Association to build batting cages at Mill Pond Park. Seconded by Nadeau. Motion carried.
- c. Streets & Building
  - i. Newton **moved** to allow Traxler to contract with a debris crushing company this fall to crush old cement etc. for future projects. Seconded by Stein. Motion carried.

- ii. Traxler updated the board on the status of construction on 55<sup>th</sup> Ave. which is to be a joint project with the Town of Eau Galle. We have not had a response to a letter sent to the Town asking for an update. If an update isn't received by the middle of October, the project will not be added to the 2015 budget.
- iii. The board discussed what the 2015 streets projects should be. 55<sup>th</sup> Ave. construction project will be done in 2015 if Town of Eau Galle agrees. If the Town doesn't agree, 8<sup>th</sup> Ave. between Pine and Cedar Sts. will be reconstructed. No action taken. Stoffel was instructed to begin the preliminary work on 8<sup>th</sup> Ave. (surveying etc).
- iv. The board discussed converting 9<sup>th</sup> Ave. between Main/Maple to a two-way street with no parking. Because Russett is an employee of Baldwin-Telecom and this would directly affect the property, he removed himself from the board table and sat in the audience. After some discussion about parking and width of the road, Zevenbergen **moved** to keep 9<sup>th</sup> Ave. one-way and not lose parking. Seconded by Stein. Motion carried 5-0 with Russett abstaining.
- v. The board discussed parking at the corner of Maple St. and Hwy. 63 in front of Baldwin-Telecom. Because a representative was not present from BTI, Zevenbergen **moved** to table the issue until the November meeting so that BTI could be notified to discuss the parking concerns of the board. Seconded by Nadeau. Motion carried.
- d. Public Safety/Personnel
  - i. Russett **moved** to approve the speed limit adjustments on 220<sup>th</sup> to be as follows: from Rose Lane south to 500' from Cedar St. increase the speed limit to 35mph. At 500' from Cedar St. south to Cedar St., the speed limit will be reduced to 25mph. After Cedar, the speed limit would then increase to 45mph. Seconded by Nadeau. Motion failed 3-3 with Newton, Recifo-Smith and Stein opposed. Zevenbergen asked for this issue to be addressed at the November meeting.
- e. Water & Sewer – no report

### **Clerk's Report – Tracy Carlson**

Carlson reminded the board of the election on November 4, 2014.

Carlson will again be meeting with a retail broker in the middle of October to discuss further plans for possible development.

The Baldwin Area Medical Center ground-breaking will be held on Oct. 21, 2014 at 10:00am. The board members are invited to attend.

On Oct. 24, the WI Municipal Clerks Association will hold its district meeting in Town of St. Joseph. Both Carlson and Deputy Clerk Eggen will be attending. The office will be closed that day.

The budget for 2015 is being worked on. Health insurance premiums are due in the office within the week.

The Village has been awarded a Certificate of Excellence from the Wisconsin Disability Vote Coalition for providing an accessible polling place for voters with disabilities.

Stein **moved** to proceed with the Maple St. reconstruction project in 2015. Seconded by Russett. Motion carried. The village has received a grant from the WI DOT (Municipal Street Discretionary Improvement Program – MSID) in the amount of \$324,000. The village will be responsible for the remaining \$500,000 of the \$824,000 project. Sean Lentz, Ehlers Financial, will be contacted to proceed with funding options. Stoffel will begin preliminary work on the project.

Zevenbergen adjourned the meeting as there was no additional business. Meeting adjourned at 8:57pm.

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Willard Zevenbergen  
Village President

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Tracy Carlson  
Village Clerk