

VILLAGE OF BALDWIN
REGULAR MEETING MINUTES
September 9, 2015 – 6:00pm

The Village Board of the Village of Baldwin opened their regular board meeting Wednesday, September 9, 2015 at the Baldwin Municipal Center, 400 Cedar Street. President Zevenbergen called the meeting to order at 6:00pm.

All stood to recite the Pledge of Allegiance.

Roll call was taken by Clerk Tracy Carlson – Present: President Willy Zevenbergen, Trustees Lisa Knutson, Doug Newton, Duane Russett, Claire Stein and Lance Van Damme. Absent: Trustee Brian Nadeau

Others present: Attorney Terry Dunst, Engineer Mike Stoffel, Public Works Director John Traxler, Police Chief Darren Krueger, EMS Chief Tom Boyer, Justin Nygaard, Circuit Court Judge Michael Waterman, Kathy Jo Brihn, Dana Johansen and Aaron McKeever

Russett **moved** to approve consent agenda items. Seconded by Knutson. Motion carried. Consent agenda items approved included:

- Bills paid from 8/7/15 – 9/3/15
- Financial Reports for August, 2015
- Minutes dated August 12, 2015 & August 24, 2015
- Temporary operator licenses for Chili Fest: Justin Nygaard, Dana Johansen, Michael Blasing, Derick Gustafson, Eric Russell, Doreen Russell
- Temporary Class “B” beer license for BW Chamber for Chili Fest beer tent
- Pay request #2 – Haas (for Maple St.) - \$300,694.22
- Change order #2 – Haas (for Oak St. and Maple St)
- Municipal court deposit report
- Police Department citation report for August, 2015

President Zevenbergen called for public comments. St. Croix County Circuit Court Judge Michael Waterman introduced himself. He is visiting municipalities in the county so the public gets to know him. The board appreciated his appearance and thanked him for coming to the meeting.

Stein **moved** to approve the site plans for the BW School District for their construction project at Greenfield Elementary as recommended by Planning Commission. The approval is contingent upon final approval by Engineer Stoffel. Seconded by Van Damme. Motion carried.

Dana Johansen, Baldwin-Woodville Chamber, requested Main St. be closed from 9th – 7th Sts. on Oct. 29 from 2-6pm for a trick-or-treating event for local businesses and families. Newton **moved** to close Main St. on the requested day and time. Seconded by Knutson. Motion carried.

Johansen also requested a monetary donation of \$300 to the BW Chamber for the purchase of candy for the trick-or-treating event held on Oct. 29. Stein **moved** to approve the donation of \$100 towards the event. Seconded by Knutson. Motion carried 5-1 with Russett opposed.

The board discussed changing the direction of 9th Ave from northbound (one way) to southbound (one way), either permanently or on a case-by-case basis, due to the continued requests to close Main St. at 9th Ave. Reversing the direction would allow a way for traffic to get off of Main St. should the street be closed at 9th Ave. Newton **moved** to permanently change the direction from north to south. Motion failed due to a lack of a second. No further discussion or action taken.

Stein **moved** to approve a wage adjustment for EMS 911 calls taking into account mileage to medical facilities in the cities. Seconded by Knutson. Motion carried.

Knutson **moved** to approve a change in billing between EMS and United Fire & Rescue for stand-by calls or the most severe EMS calls. The change includes neither agency billing for the 1st hour of stand-by or assist calls. Seconded by Stein. Motion carried.

Van Damme **moved** to contribute \$100 to BAMC Spooky Shuffle 5K. Seconded by Stein. Motion carried 4-2 with Newton and Russett opposed.

Stein **moved** to approve a seventy-five cent wage adjustment for police department administrative assistant, Darcy Almquist, for a favorable one-year job review. Seconded by Van Damme. Motion carried. The wage adjustment is effective Aug. 18, 2015 and will be pro-rated for the next payroll cycle.

Knutson **moved** to approve the request made by the Creekview Meadows Association to remove the boulevards from Creekview Ct. and Meadowview Ct. Seconded by Van Damme. Motion carried. The Public Works Dept will remove them at the village's cost.

After some discussion about the building inspector/zoning administrator positions, the board instructed staff to review the ordinances and determine the expectations of each position to better evaluate staffing needs and possible changes. No additional action taken.

REPORTS -

Village Engineer – Mike Stoffel

Stoffel reported the curb/gutter/sidewalks on Maple St. will be delayed until spring, 2016 due to poor soil conditions. The street will be gravel through the winter. 8th Ave. is expected to be paved on Friday (Sept. 11) or Saturday (Sept. 12).

Village Attorney – no report

Dept. Heads –

a). Public Works – no report

b). Police Dept – Chief Krueger and two other officers have attended training in New Richmond.

c). EMS – Chief Boyer stated that BAMC would like to have a community paramedic program in place by summer, 2016. Zevenbergen and/or Stein have offered their services to sit on an advisory committee for the program.

Committee Reports –

a). EMS – no report

b). The Water/Sewer Committee reported that the DNR has done a compliance check on the water/sewer systems and operations and they have determined 16 areas/issues that need to be addressed. Of those items, the well pumps are required to be pulled and inspected. Van Damme **moved** to allow Traxler and Gary Newton to determine what well to pull first and to complete at least one inspection this year. Seconded by Stein. Motion carried.

c). The Ad-Hoc Sidewalk Committee met. They have determined that they no longer have to meet to discuss the sidewalk/walking paths in the village due to lack of support from the community and the board. The committee is officially disbanded.

Clerk's Report –Clerk, Tracy Carlson

Administrator/Clerk-Treasurer, Tracy Carlson and Deputy Clerk Becky Eggen attended the WMCA Conference in La Crosse in August. Topics covered at the conference included election training, affordable health care compliance, PSC rules and regulations, leadership training and customer service training.

Gary Newton celebrated 30 years of employment with the village. A lunch was served for the employees and Newton's family in his honor.

The Personnel/Public Safety Committee will be meeting on Sept. 10.

The assessor will be starting a full revaluation of the village. Letters have been sent to the residents.

We will be starting the budget process within the next week with department heads getting information on their current budget status and working through the process to create budgets for 2016.

On Oct. 2, Eggen and Carlson will be at WMCA District meeting in Cumberland. Deputy Treasurer Perry will be out of the office on a prescheduled day off. The office will be closed that day.

Zevenbergen attended an awards ceremony at WI Economic Develop. Association with Engineer Stoffel for a submission that was made for the Main St. project. Although the project was not recognized as a winner, a certificate of appreciation was issued for contributing to the development of downtown economics.

Carlson submitted an application for the League of Municipality Spark Award which would have provided \$3000 for improvements to be made around the flag poles at Creamery Park. Unfortunately, the village did not win.

A free breakfast was held at the Farmers Market on Aug. 29, sponsored by the Village. It was well received with over 100 people served. The Farmers Market vendors appreciated the increase in customer traffic.

The board considered going into closed session to discuss a development agreement with Ron and Lorri Riek, Woodville Warehousing and Distributing. Upon discussion, it was determined that it was not necessary to go into closed session.

After some discussion on the development agreement as presented, Van Damme **moved** to approve the agreement, allowing Zevenbergen and Carlson to execute the agreement when signed by the Riek's. Seconded by Knutson. Motion carried. The Riek's are planning a 125,000 sq. ft cold storage building to be built on Oakridge Parkway in the Baldwin Industrial Park. The agreement details the terms of acquiring the property and the building requirements.

Zevenbergen adjourned the meeting as there was no additional business. Meeting adjourned at 7:38pm.

Willard Zevenbergen
Village President

Tracy Carlson
Clerk