

VILLAGE OF BALDWIN
REGULAR MEETING MINUTES
October 14, 2015 – 6:00pm

The Village Board of the Village of Baldwin opened their regular board meeting Wednesday, October 14, 2015 at the Baldwin Municipal Center, 400 Cedar Street. President Zevenbergen called the meeting to order at 6:02pm.

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, Aaron Mckeever and Lance Van Damme.

Others present: Attorney Terry Dunst, Engineer Mike Stoffel, Public Works Director John Traxler, Police Chief Darren Krueger, EMS Chief Tom Boyer, Erik Henningsgard, Clint Anderson, Kathy Jo Brihn, Maggie McCoy, Mark McCoy, Heather Zinda and Larry Albrightson

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

- Checks #31652-31780; payroll vouchers – V16773 – V16889; on-line checks for payroll taxes, HSA contributions, deferred comp/Roth, PSN and WRS
- Financial Reports (including budget comparisons) for September
- Minutes dated Sept. 9 and Sept. 16, 2015
- Appointment of Heather Zinda to Zoning Board of Appeals
- Operator’s License for Niedzielski, Tamra & Lorinsee, Anthony– Freedom Valu Center and DiBona, Timothy – Liquor Haus
- Minor amendments to the employee handbook
- Committee appointment - Aaron Mckeever to Streets/Building Comm
- Municipal court report – September
- Contract with St. Croix County to accept and process property tax bills
- Acknowledgement of receipt of police citation report
- Pay request #2 for Albrightson Excavating for 8th Avenue
- Bankruptcy water/sewer write-off in the amount of \$1271.95

President Zevenbergen called for public comments. None were heard.

Knutson **moved** to approve the site plans for Woodville Warehousing locating in the Baldwin Industrial Park (Oakridge Parkway) as recommended by Planning Commission. Seconded by Newton. Motion carried.

Stein **moved** to approve a sign permit for BAMC for the new facility. Signage will be on the outside of their new building as recommended by Planning Commission. Seconded by Knutson. Motion carried.

Knutson **moved** to approve amending ordinance 635-7 – Zoning, Definitions – I94 Corridor to narrow the corridor ½ mile east/west from Hwy. 63, north of I94, as recommended by the Planning Commission. Seconded by Russett. Motion carried.

Newton **moved** to approve Annexation Ordinance 2015-02, annexing 6.75 acres from the Town of Eau Galle (Leroy Storley petition) and to assign C-1-H zoning district. Seconded by Mckeever. Motion carried.

Knutson **moved** to approve Resolution 2015-25 – Final Resolution for Special Assessments on 8th Ave. between Cedar and Pine St. Seconded by Newton. Motion carried by roll call vote with all in favor.

The Senior Center has requested additional lighting be added to the kitchen for better food preparation. They are requesting the Village pay for ½ of the cost. Stein **moved** to approve paying \$310, which is ½ the quoted cost. Seconded by Newton. Motion carried.

Stein **moved** to use funds from the “clinic issue” CD to pay for the well pump inspection done on well #3 per DNR requirements in the amount of approx. \$20,000. Seconded by Russett. Motion carried.

Gary Newton requested the board discuss the PTO allocation for employees who have reached a 30-year anniversary. The current policy is to increase the allocation at 30-years for department heads only. Newton is not classified as a department head. After considerable discussion on what a department head is and what a longevity benefit should be, Van Damme **moved** to amend the handbook to state that any employee who reaches 30 years of employment should be allowed an increase in PTO allocation. Seconded by Knutson. Motion carried 5-1-1 with Russett opposed and Newton abstaining.

Russett **moved** to approve sending out requests for proposals for engineering services and municipal attorney services. Seconded by Van Damme. Motion carried 6-1 with Stein opposed.

Knutson **moved** approve the engineering contract for 11th Ave. with Ayres & Associates. Seconded by Stein. Motion carried 6-1 with Van Damme opposed.

Discussion was had on sending out requests for proposals for improving the water main loop in the Baldwin Industrial Park. No action taken. Ayres & Associates will continue their work with the project.

Van Damme **moved** to amend ordinance 349-15 (B) – Intoxicating Liquor and Fermented Malt Beverages – Closing Hours; Carryout Hours to allow fermented malt beverages to be sold until 12:00m, which is consistent with state statutes, instead of 9:00pm. Seconded by Knutson. Motion carried.

Russett **moved** to approve a letter of engagement for IT services with Wipfli IT Consultants and purchase of new computers for the administrative office. Seconded by Zevenbergen. Motion carried.

The board was reminded that the year-long residential impact fee moratorium will expire on Nov. 12, 2015. They discussed continuing the moratorium. Because the current moratorium didn't spark the residential growth that was expected, the moratorium will be allowed to expire. No additional action taken.

REPORTS -

Village Engineer – Mike Stoffel

Stoffel reported that he met with Dept. of Transportation and Shopko representatives re: road improvements that may be necessary with a development at the corner of Hwy. 63/60th Ave. Shopko is asking for a right-in/right-out at Hwy. 63 from a secondary driveway. No decisions have been made by DOT at this time.

Dept. Heads –

- a). Public Works – no report
- b). Police Dept – no report
- c). EMS – no report

Committee Reports –

a). Public Safety/Personnel – A digital speed sign wagon has been placed on Lokhorst St. to help control the speed of the traffic. The Police Department has been patrolling the area more frequently. No further complaints have been received.

Clerk's Report –Clerk, Tracy Carlson

Administrator/Clerk-Treasurer, Tracy Carlson and Deputy Clerk Becky Eggen attended the WMCA District 2 Clerk's meeting in Cumberland on Oct. 2, 2015. Election training and PSC training were held throughout the day.

Carlson reported that she has met with all of the department heads re: the budget for 2016. A Budget/Finance Committee meeting will be held in the near future to review the budget.

The board considered going into closed session to discuss TIF incentives that may be necessary for the Shopko development. Upon discussion, it was determined that it was not necessary to go into closed session as Shopko has not made a formal request re: the incentives that may be needed. No action taken.

Zevenbergen adjourned the meeting as there was no additional business. Meeting adjourned at 7:15pm.

Willard Zevenbergen
Village President

Tracy Carlson
Clerk