

**VILLAGE OF BALDWIN**  
**REGULAR MEETING MINUTES**  
**August 10, 2016 – 6:00pm**

The Village of Baldwin Board of Trustees opened their regular board meeting on Wednesday, August 10, 2016 at the Baldwin Municipal Center, 400 Cedar Street. President Zevenbergen called the meeting to order at 6:00p.m.

All stood to recite the Pledge of Allegiance.

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

Others present: Attorney Terry Dunst, Engineer Erik Henningsgard, Public Works Director John Traxler, Police Chief Darren Krueger, EMS Chief Tom Boyer, Kent Radunzel, Mark Donkergoed, Justin Nygaard, Rochel Karlson and James Karlson, Tom Hawley

**CONSENT AGENDA**

Russett **moved** to approve consent agenda items 4-11. Seconded by Knutson. Motion carried. Consent agenda items approved included:

- Checks written - #32794-32886; voided check #32769; payroll vouchers - #V17922-V18049 and on-line checks for payroll taxes, HSA contributions, deferred comp/Roth IRA, PSN and WRS
- July Financial Reports including budget comparisons
- Regular Village Board meeting minutes dated July 13, 2016
- Fall clean up days - Sept 23-24, 2016
- Operator's license for Jodi Peterson – American Legion; Yvonne Larson – Nilssen's Foods
- Pay request #1 for Total Excavating (11<sup>th</sup> Ave.) - \$85,669.26
- Pay request #3 for A-1 Excavating (I94 Water Main Loop) - \$46,564.50
- Monthly municipal court report

President Zevenbergen called for public comments. Mark Donkergoed announced that an attorney will be renting his facility on 7<sup>th</sup> Ave. by the end of August. No other public comments were heard.

Knutson **moved** to approve the sign application for Nilssen's Foods with special exceptions granted for two extra signs over the maximum limit and for sign placement outside the 20' height limit. Seconded by Russett. Motion carried.

Newton **moved** to approve the request from Joe Fisher, Hogg Pen Bar and Grill, to close Main St. between Hwy. 63 and 8<sup>th</sup> Ave. on Sept. 10, 2016 from 1:30 – 3:30pm for a cancer fundraiser bike run. Seconded by Mckeever. Motion carried.

Knutson **moved** to approve the request from the Baldwin-Woodville Chamber of Commerce to close Main St. from Hwy. 63 to 6<sup>th</sup> Ave. on Sept. 24, 2016 from 9am – 5pm for Chili Fest. Seconded by Newton. Motion carried 6-1 with Stein opposed. The BW Chamber will work

closely with the Police Department and the Public Works Department to determine the best place to set up barricades on Main St. to cause the least amount of inconvenience for the First Bank of Baldwin and for traffic flow.

Newton **moved** to approve the request from the Baldwin-Woodville Chamber of Commerce to close Main St. on Oct. 31, 2016 from 2pm – 6pm for Halloween Trick or Treating. Seconded by Mckeever. Motion carried.

Knutson **moved** to approve the request from the Baldwin-Woodville Chamber of Commerce to close Main St. on Dec. 3, 2016 from 12:30pm – 5pm for the Christmas Horse Parade. Seconded by Russett. Motion carried.

Stein **moved** to approve the request made by Rochel Karlson, Friends of the Library, to allow a WWII re-enactor to have a rifle at the Baldwin Municipal Center for a WWII presentation on Oct. 15, 2016. Seconded by Van Damme. Motion carried.

Knutson **moved** to approve a \$1.00/hr wage increase for Perin Dooley for a positive one-year review and additional critical care paramedic certification. Seconded by Russett. Motion carried.

Knutson **moved** to approve amending ordinance 510-4 – Construction and repair of sidewalks; cost of curb and gutter, per decision made by the board in May, 2016, to increase timeline for paying sidewalk/curb and gutter special assessments from 3 years to 10 years. Seconded by Russett. Motion carried.

Van Damme **moved** to approve deleting ordinance 547-21 – Parking Limits from the Code of Ordinances as it is outdated and no longer necessary. Seconded by Stein. Motion carried.

Traxler discussed the water main at the corner of 6<sup>th</sup> Ave./Hwy. 12 (near the Baldwin Greenhouse). The water main continues to fail with numerous breaks over the past 4 years. He is recommending that this be replaced this year to prevent further issues throughout the winter. James Karlson, Baldwin Greenhouse, expressed his concern over the continued disruption of business due to the water main breaks. Van Damme **moved** that the project move forward with plans being created by the village engineer. Seconded by Stein. Motion carried. Project plans, costs and discussion on how to pay for the project will be discussed at the Sept. meeting.

Russett discussed the possibility of creating a rental policy with the Village of Woodville for use of Public Work's bucket truck. He also discussed the possibility of creating a policy to share the cost of large equipment purchases. Traxler opposes the idea. Van Damme and Knutson expressed their concerns as well. Carlson suggested that a survey of municipalities similar in size might be appropriate to see if others have similar policies or practices. The board agreed. Carlson will use her connections through the clerk's network to gain more information from other municipalities. This issue was tabled until Sept.

Knutson **moved** to approve the quote received from SEH to complete a study on the cost of adding a generator to the Pine St. well house. Seconded by Van Damme. Motion carried. Inconclusive research has been done by the Public Works Department as to the correct generation system needed.

## **REPORTS -**

**Village Engineer – Erik Henningsgard (SEH)** – written report submitted

**Village Engineer – Mike Stoffel (Ayres)** – not present, no written report

### **Committee Reports –**

a). Parks/Rec – Soccer shelters have been built at Mill Pond Park at no cost to the village. The Village Church worked with the soccer club and the Public Works Dept. to pay for and install the shelters. June Bug Days Committee reported that they are working on a possible circus for next year. There was some discussion that a Dairy Day breakfast could be served the morning of the parade. Blackhawk Hockey Association is doing some long-term planning and discussed some possible future needs they may have with their growing program.

### **Dept. Heads –**

a). Public Works – Director John Traxler reported on current construction projects.

i). 11<sup>th</sup> Ave. is completed. The second lift of asphalt will be laid in the spring.

ii). Maple St. is completed.

iii). I94 Water Main Loop - restoration work needed at the water tower.

iv). Greg Helgeson, DOT, has requested that the crossing arm over Hwy. 63 at Curtis St. be turned off since the hospital has moved to their new location. Traxler will continue working with him on this issue.

v). Parking will need to be discussed when Fellingner Dr. (at the new hospital) is dedicated to the village.

b). Police Dept – Chief Darren Krueger reported that National Night Out was a success. \$181.00 in donations was raised which will be used for items for the children of the community during Halloween. Chief Krueger also mentioned that there is a lot of debris being dumped at Ray's gas station (corner of Hwy. 63 and Energy St.).

c). EMS – Chief Tom Boyer reported that the hospital move went well and run volume is remaining consistently higher than last year.

d). Library – not present, report submitted.

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

Carlson reported that the Fall Partisan Primary Election was held on Aug. 9, 2016 with 255 voters casting ballots. Carlson and Deputy Clerk Eggen will be at the WI Municipal Clerks Association Conference in Appleton on Aug. 17-19.

As there was no additional business, President Zevenbergen adjourned the meeting at 7:42pm.

---

Willard Zevenbergen  
Village President

---

Tracy Carlson  
Clerk