

**VILLAGE OF BALDWIN
PUBLIC HEARING AND REGULAR MEETING MINUTES
November 2, 2016 – 6:00pm**

The Village of Baldwin Board of Trustees opened a public hearing and regular board meeting on Wednesday, November 2, 2016 at the Baldwin Municipal Center, 400 Cedar Street. President Willy 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, Duane Russett, Claire Stein and Lance Van Damme. Doug Newton arrived at 6:35pm.

Others present: Attorney Terry Dunst, Engineer Erik Henningsgard, Public Works Director John Traxler, Police Chief Darren Krueger, EMS Chief Tom Boyer, Kent Radunzel, Chris Wicker, Ryma Lindquist, Nancy Fennern, Jason Nilssen, Harvey Hielkema, Jeff Hielkema, Matt Kneindorf and Tom Hawley

PUBLIC HEARING ON 2017 BUDGET

At 6:02pm, President Zevenbergen opened the public hearing on the 2017 budget and called for public comments three times. Hearing none, he then asked the Village Board for any comments or questions. Hearing none, Zevenbergen adjourned the public hearing at 6:05pm.

Russet **moved** to approve Resolution 2016-16 – 2017 Budget and Tax Levy Adoption to levy \$2,194,529 on all taxable property within the village. Seconded by Knutson. Motion carried by roll call vote with all in favor.

Knutson **moved** to approve Resolution 2016-17 Wage Adjustments and Benefits for Non-Union Employees for 2017. Seconded by Van Damme. Motion carried by roll call vote with all in favor.

Van Damme **moved** to approve Resolution 2016-18 Amending Premium Only Plan for 2017. Seconded by Russett. Motion carried by roll call vote with all in favor.

CONSENT AGENDA

Knutson **moved** to approve consent agenda items 8-16. Seconded by Russett. Motion carried. Consent agenda items approved/acknowledged included:

- Checks written - #33100 - #33181; Payroll Vouchers - V18323 – V18451; manual checks for payroll taxes, HSA contributions, Deferred Comp/Roth IRA, Payment Systems Network and WI Retirement System
- Financial reports (including budget comparisons) for October, 2016
- Regular board minutes dated October 12, 2016
- Receipt of municipal court report
- Operator's licenses for Blake Theese, Countryside Co-Op and Ronald Dale, Freedom Valu Center
- Final pay request for A1 Excavating for the I-94 Water Loop - \$15,825.67
- Final pay request for Haas Sons for Maple St. - \$8,627.24
- Final pay request for Total Excavating for 11th Ave - \$3,518.24

- 2017 Senior Center agreement with St. Croix County

Pres. Zevenbergen called for general public comments. Trustee Van Damme publicly thanked Public Works employee, Craig Kent and Police Officer Ken Dykhous for taking care of a lost toddler found in Bailey Park the morning of Oct. 31. They both went in search of the toddler's family and once found, delivered her safely back home. No other public comments were heard.

Mckeever **moved** to approved amending ordinance 635-22 – C-2 (B) General Commercial District; Conditional Uses to include residential dwellings as a primary use provided that at least 50% of the main floor square footage on the street side remains commercial/retail, as recommended by Planning Commission. Seconded by Knutson. Motion carried.

Stein **moved** to approve a certified survey map submitted by Quinn Johnson (Jaxsen Limited, LLC) for property located at 571 Hwy. 63 and waiving the requirement that the whole parcel be included on the map, as recommended by Planning Commission. Seconded by Mckeever. Motion carried.

Mckeever **moved** to approve a certified survey map and rezoning request submitted by Harvey Hielkema for property located at 2150 55th, as recommended by Planning Commission. The survey map will combine Lot 5 (residential) with a portion of Lot 6 (industrial with outbuildings) to create Lot 7, which will be approx. 5 acres. The zoning is to be C-1-Local. Seconded by Stein. Motion carried 6-1 with Zevenbergen abstaining and recusing himself as he is related to Hielkema.

Knutson **moved** to approve the Class "A" liquor license application submitted by Jason Nilssen for Nilssen Foods, contingent on all requirements as stated in the local ordinances be met. Seconded by Russett. Motion carried. Clerk Carlson and Police Chief Krueger will confirm that all contingencies are met prior to actual issuance of the license.

Ryma Lindquist, BW Chamber of Commerce, requested a cash donation to the annual horse parade. Knutson **moved** to approve contributing \$400 to the event. Seconded by Mckeever. Motion carried.

Russett **moved** to approve a request from the soccer club to build and place a semi-permanent concession stand at the varsity soccer field on 220th, which is to be located on the west side of the parking lot, near the bleachers. Seconded by Mckeever. Motion carried. The structure will be built by the high school tech ed class and the village will provide power once installed.

Stein **moved** to allow the soccer club to place business advertising inside the above-mentioned concession stand. Seconded by Russett. Motion carried.

Newton arrived at 6:35pm.

Matt Knegendorf, United Fire/Rescue, Baldwin Station, informed the board that they would like to do fire training at 920 Maple St, which is being acquired by Baldwin Lightstream. If the house is acquired as planned, Baldwin Lightstream will demo the structure and will allow the fire department to do fire training. The streets surrounding the property would need to be closed. Stein **moved** to approve the fire training, which will occur in November with street closures being on Maple St. from 9th to Hwy. 63 and on 9th in front of the property. Seconded by Knutson. Motion carried 5-2 with Van Damme and Mckeever abstaining as they are on the fire department.

Discussion on the municipal building parking lot repairs or reconstruction was tabled until January, 2017.

Discussion on purchase of a generator for the Pine St. well-house was tabled until March, 2017.

Police Chief Darren Krueger discussed hiring a new investigator for the department sometime in the future. He stated that investigations take a lot of time and having a designated investigator on staff would be a benefit to the department and the village. He stated that the investigator could be used as back-up staff when investigations are slow and staffing is short. No action taken by the board.

The board acknowledged a memo from the Zoning Board of Appeals re: the building inspector, Brian Wert and his seemingly lack of concern for doing quality inspections for our residents. This stems from two variance requests that were made to the Zoning Board of Appeals, which appear to be caused by Wert's lack of attention to detail on plans and inspections.

Knutson **moved** to approve sending requests for proposals for auditing firms and building inspectors. Seconded by Russett. Motion carried. Committees will need to be formed to review responses and to hold interviews.

REPORTS -

Village Engineer – Erik Henningsgard (SEH) –

Engineer Erik Henningsgard reported that the Nilssen/Gregerson water/sewer main project has been moving along with new pipes laid in their new location. Water samples are being tested and the project is expected to be done by mid-Nov. Easements with the post office, Gregersons's and Nilssen's have been delivered and are waiting signatures.

Henningsgard also reported on the water/sewer main replacement at 6th Ave./Hwy. 12 (Greenhouse). The project has been moving much slower than expected. Water samples for the new line have indicated unsafe water and retesting has been necessary. Henningsgard is maintaining a strong line of communication with the contractor to get the issues resolved as soon as possible.

Village Attorney – Terry Dunst (Bakke Norman) – No report

Committee Reports – none

Dept. Heads –

a). Public Works – no report

b). Police Dept. – Chief Krueger reported that the Halloween event on Main St. went well. Glow bracelets and sticks were handed out. Krueger and Officer Dykhouse will be going to Rice Lake on Friday, Nov. 4 for the funeral of a fallen Rusk County Sheriff's Deputy.

c). EMS – Chief Tom Boyer reported that they participated in an "active shooter" drill at St. Croix Central High School in Oct. with surrounding agencies. He also stated that the Halloween event on Main St. went well.

Clerk's Report – Clerk, Tracy Carlson

Carlson updated the board on the following:

The Presidential Election is being held on Nov. 8. Polls are open from 7am – 8pm. Staff, including poll workers, will be working all day to provide a fair and safe place to vote.

As of the date of this meeting, there were 307 absentee ballots submitted to the office.

Re-assessment notices have been sent to all property owners. Open book sessions and Board of Review have been scheduled for mid-late November.

Stein **moved** to convene to closed session pursuant to 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 Russett. Motion carried by roll call vote with all in favor. Closed session convened at 7:46pm. EMS Chief Tom Boyer was asked to attend the closed session.

The board was updated on the settlement reached between EMC Insurance (village's insurance company) and Thomas Fletcher, former EMS employee.

As there was no additional business or reason to convene into open session, President Zevenbergen adjourned the meeting at 8:00pm.

Willard Zevenbergen
Village President

Tracy Carlson
Clerk