

VILLAGE OF BALDWIN
REGULAR BOARD MEETING MINUTES
May 10, 2017 – 6:00pm

The Village of Baldwin Board of Trustees opened their regular board meeting on Wednesday, May 10, 2017 at the Baldwin Municipal Center, 400 Cedar Street. President Willy Zevenbergen called the meeting to order at 6:00pm.

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, Police Chief Darren Krueger, EMS Chief Tom Boyer, Kent Radunzel, Gary Newton and Tom Hawley.

CONSENT AGENDA

Russett **moved** to approve/acknowledge all items on the consent agenda. Seconded by Knutson. Motion carried. Items approved:

- Full check register; checks written #33740 - #33851; payroll vouchers – V19079-19206; on-line/manual checks for payroll taxes, HSA contributions, deferred comp/Roth IRA, Payment Systems Network and WRS
- April financial reports (including budget comparisons)
- Minutes dated April 12, 2017 – Regular Board Meeting; April 19, 2017 – Organizational Meeting
- Beer garden permit for Klinker’s for June Bug Days weekend
- Operator’s licenses for Lonergan, Kari Ann – Freedom Valu Center; Carlson, Vicky – Freedom Valu Center
- Municipal court report (April)
- Library Board of Trustee appointments – Joni Wernlund, Joan Heebink, Dave Phernetton, Nicole Kriener and Claire Stein

President Zevenbergen called for public comments. None were heard.

Van Damme **moved** to approve the various request for the June Bug Days Committee. Seconded by Stein. Motion carried 6-1 with Russett opposed. Items approved include:

- Dates of the event - June 8-11, 2017
- Parade route and road closures
- Temporary class “B” beer license
- Public dance license
- Beer garden application
- Temporary operator’s licenses –Emily Rognholt; Steven Rognholt; Troy Peterson; Adam Bassak; Jon Zevenbergen; Randy Myer; Annette Peterson; Jennifer Werdan; Peter Werdan; Aaron Van Ranst; Josh Maurer; Ben Campbell; Mark Roemhild
- Fireworks permit
- Main Street closure for car show
- All licensing fees waived

- \$5000 contribution for fireworks display

Knutson **moved** to approve Resolution 2017-06 – CMAR (Compliance Maintenance Annual Report) for the Baldwin Wastewater Treatment Facility. Seconded by Newton. Motion carried by roll call vote with all in favor. Gary Newton reviewed the report with the board.

The board discussed changes to the employee handbook. After some discussion on whether paid time off (PTO) should continue to be considered “time worked” or not and how this affects the EMS full-time field supervisors, Mckeever **moved** to take no action on changing the current policy. Seconded by Stein. Motion carried. Current policy considers PTO time as “time worked”.

The board discussed additional changes made to the employee handbook which included minor grammatical revisions and clarifications, updates to long-term insurance benefits offered by the state and FMLA updates and clarifications. Van Damme **moved** to approve the employee handbook and the changes therein as presented. Seconded by Mckeever. Motion carried.

EMS Chief, Tom Boyer informed the board that the emergency siren located on the roof of the old Baldwin Area Medical Center at the north end of the village will need to be relocated due to the possible destruction of the hospital building. It was proposed that the siren be located to a near-by park on 6th Ave. and placed on a 55-foot pole to get allow the sound to travel appropriately. After some discussion, the board suggested that it be placed at or near the EMS garage on Hwy. 12. Boyer will explore that option. Russett **moved** to allow the expenditure of up to \$10,000 to move the siren to either the EMS garage property or the park on 6th Ave. Seconded by Knutson. Motion carried.

Van Damme **moved** to deny the offer made by the WI DNR for the village to purchase 11 acres of land at the corner of Maple St. and 220th for \$1 without the WI DNR paying the special assessments owed. Seconded by Knutson. Motion carried. Attorney Dunst will compose a letter to the WI DNR.

Knutson **moved** to approve contracting with Ehlers to assist with the new state mandated tax increment financing district reporting requirements and coordinating and attending a meeting with the Joint Board of Review as required. Seconded by Russett. Motion carried.

REPORTS -

Village Engineer – Erik Henningsgard (SEH) – Written report submitted.

Henningsgard reported that the Hillcrest St. project will start at the end of May/beginning of June.

GIS maps have been updated. Staff will be training on the new program (SmartConnect) in the coming week.

Nillsen’s and Gregerson’s (both on Cedar St.) have requested that an abandoned water line in front of their businesses be capped and not filled as previously agreed upon. Attorney Dunst created agreements between Nillsen’s and the Village and Gregerson’s and the Village to hold the Village harmless if the line should ever collapse. Henningsgard is recommending that it would be acceptable to allow the lines to be capped if the agreements are in place.

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

Dept. Heads –

a). Public Works – Not present. No report.

b). Police Dept. – Chief Krueger reported on police activity from April 12 – May 10, 2017. One search warrant was conducted that resulted in two arrests for possession of meth and drug paraphernalia.

Three residents have made little to no effort in cleaning up the debris on their property. The Police Department is following up.

25 traffic citations were issued; 4 ordinance violation citations were issued, 3 crashes investigated; 213 calls for service were issued; 118 case numbers were assigned and 11 total arrests were made.

May 22 – June 4 is “Click It or Ticket” campaign

Officer Zach Paul will be attending a week-long child first forensic interviewing training in River Falls in July. He is being sponsored by River Valley Ford and The Phoenix Grill.

c). EMS – The service is busy with numerous calls and transfers. Expectations are that this will continue as the weather warms.

Committee Reports

Public Safety/Personnel – No report

Clerk’s Report – Clerk, Tracy Carlson

Carlson reported that the camera installation has been completed at the municipal building. Cameras are in the lobby, board room, south west entrance (inside) and at the exterior entrances including the front door, the door to the police department facing the parking lot, west end of the building – facing the parking lot and the senior center entrance and parking lot.

Board of Review will be held on May 23 from 5-7pm with Open Book Session being held from 3pm – 5pm.

Knutson **move** to convene to closed session pursuant to 19.85 (1) (e) – Deliberation of or negotiation for public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session. Seconded by Newton. Motion carried. Closed session convened at 7:16pm. The board discussed a possible business interested in the I94 Industrial Park. No action taken.

Being there was no further business, Russett **moved** to adjourn the meeting. Seconded by Newton. Motion carried. Meeting adjourned at 7:35pm.

Willard Zevenbergen
Village President

Tracy Carlson
Clerk