

## VILLAGE OF FRIENDSHIP CAUCUS

JANUARY 10, 2011

President Jones called the Village Caucus to order at 7:00 p.m. in the Municipal Building. Present were Village Trustees Berry, Chambers, Klicko, Roekle, Townsend and President Jones. Also present were Attorney Dan Wood, Public Works Director Zant, MSA Representative Matt Morrow, Clerk Pierce, Deputy Hogan, Reporter David Kennedy and Citizens/Tax payers: Shelley Sleeman, Vern Davis, Anthony Sleeman, Lisa West, Terry Patterson, Connie Kuhnke, Faith Kirslenlohr, Edward Golden, Laurie Golden, Jodi Fenner, Isolina Jackson, John Gibbs, Jeri Johnson, Pamela Tuttle, Dave Tuttle, Donald Hollman, Jon A. Roseberry, Jason Pierce, Chemere Olson, Tom Pierce, Ron Doyle, Rosie Doyle, Julieann Wolf, Travis Pattnaude, Sarah Pattnaude, Danielle McCann, Jenny Petrie, Mike Harris, Brian Peterson, Kirk Russell, Keith Russell, Steve Parrott, Rebecca Murray, Tom Steiskal, Eva Steiskal, and Jerry Pierce.

President Jones announced that someone was needed to preside over the Caucus and said that he would accept nominations. **MOTION** by Donald Hollman, second by Jon A. Roseberry to nominate Attorney Dan Wood to chair the Caucus. President Jones called three times for any other nominations, there were none. **MOTION** by Vern Davis, second by Jon A. Roseberry to close nominations, motion carried.

Attorney Wood spoke and said the next step would be to have two people to act as the vote counters or tellers. Wood suggested that the Clerk and Deputy Clerk act as the tellers. **MOTION** by Hollman, second by Sleeman to have Clerk Pierce and Deputy Hogan act as the tellers for the caucus. Attorney Wood called twice for any other nominations; there were none, motion carried. Attorney Wood explained how the Caucus System works stating that first he would entertain nominations from the floor and any given nomination would have to be seconded. If there are more than two nominations that are seconded they would have to be voted on and the two highest vote getters would be placed on the April ballot. Attorney Wood also explained that only electors of the Village were eligible to make nominations, seconds and to vote.

Attorney Wood called for nominations from the floor for the office of Village President. **MOTION** by Vern Davis, second by Kirk Russell to nominate Tony Sleeman. **MOTION** by Klicko, second by Don Hollman to nominate John Jones. **MOTION** by Isolina Jackson, second by Vern Davis to nominate Tom Pierce. Attorney Wood called for any other nominations three times, there were none; Attorney Wood announced nominations for Village President were closed. Attorney Wood explained that it would require a vote by ballot and explained that a ballot would be distributed by the tellers and that the electors could only vote for one. Mr. Wood also announced that the nominees were Tony Sleeman, John Jones and Tom Pierce. Teller Pierce and Hogan handed out the paper ballots, collected them and counted them. The final tally was Sleeman 22, Pierce 12 and Jones 6.

Attorney Wood announced that there were a total of four Trustee positions; three (3) positions are for a two year term and one (1) position is for a one year term that would be up in April. "What we will need is a minimum of four (4) nominations and if there are more than eight (8) nominations then we will go through the voting process again," stated Wood. Nominations were opened for the office of Village Trustee.

**MOTION** by Tony Sleeman, second by Vern Davis to nominate Steve Parrott.

**MOTION** by Jon A. Roseberry, second by Don Hollman to nominate Roger Chambers.

**MOTION** by Jeri Johnson, second by Tony Sleeman to nominate Lisa West.

**MOTION** by Vern Davis, second by Pam Tuttle to nominate Ron Doyle.

**MOTION** by Don Hollman, second by Vern Davis to nominate Ed Carlson.

**MOTION** by Kirk Russell, second by Connie Kuhnke to nominate Kirk Russell.

**MOTION** by Ron Doyle, second by Lisa West to nominate Jason Pierce.

**MOTION** by Lisa West, second by Rosie Doyle to nominate Jeri Johnson.

Clerk Pierce verified that eight (8) people had been nominated for the office of Village Trustee. Attorney Wood called twice for any other nominations for the office of Village Trustee, there was none. **MOTION** by Jon A. Roseberry to close nominations. Attorney Wood called a third time for any other nominations for the office of Village Trustee; there were none. Attorney Wood announced that nominations were closed for the office of Village Trustee and stated that there wouldn't be a need for voting.

Attorney Wood announced that those that were nominated would receive a Declaration of Candidacy and Campaign Registration Statement from the Village Clerk and that they would have five (5) days from receipt of receiving the forms to file them with the Village Clerk or their name would not be on the April 5<sup>th</sup> ballot.

Attorney Wood concluded the Caucus.

Kathleen M. Pierce,  
Clerk/Treasurer

## VILLAGE BOARD MEETING~JANUARY 10, 2011

The monthly Village Board meeting was called to order immediately following the Village Caucus. On roll call were President Jones, Trustees Berry, Chambers, Klicko, Roekle and Townsend. PW Director Zant, Clerk Pierce, Deputy Hogan, Attorney Wood, MSA Representative Matt Morrow, Reporter David Kennedy, Citizens/Taxpayers Shelley Sleeman, Vern Davis, Anthony Sleeman, Lisa West, Terry Patterson, Connie Kuhnke, Faith Kirslenohr, Edward Golden, Laurie Golden, Isolina Jackson, John Gibbs, Jeri Johnson, Pamela Tuttle, Dave Tuttle, Donald Hollman, Jon A. Roseberry, Jason Pierce, Chemere Olson, Tom Pierce, Ron Doyle, Rosie Doyle, Julieann Wolf, Travis Pattnaude, Sarah Pattnaude, Danielle McCann, Jenny Petrie, Mike Harris, Brian Peterson, Kirk Russell, Keith Russell, Steve Parrott, Rebecca Murray, Tom Steiskal, Eva Steiskal, and Jerry Pierce were also present.

### APPROVAL OF MINUTES

**MOTION** by Townsend, second by Roekle to approve the November 15, 2010 and the December 6, 2010 minutes as printed and sent out, motion carried.

### TREASURER REPORT

	<u>GENERAL</u>	<u>WATER</u>	<u>SEWER</u>
November 2010 Bal. Brt. Frwd.	\$151,820.01	\$ 126,479.52	\$50,640.12
December 2010 Receipts	\$38,811.02	\$2,632.85	\$2,817.85
December 2010 Disbursements	<u>\$112,467.23</u>	<u>\$53,919.33</u>	<u>\$16,949.36</u>
Bal. January 1, 2011	\$78,163.80	\$75,193.04	\$36,508.61

LGPIF Tax \$79,556.11 - Tax Checking \$58,351.53 - Capital Project Checking \$103,812.46 - LGPIF TIF \$244,119.08 - TIF Checking \$100.00 - General Money Market \$32,963.57 - Water LGPIF \$30,690.40 - Water Depreciation Account \$33,846.10 - LGPIF Sewer \$2,432.68 - Sewer Depreciation Account \$20,742.19

**MOTION** by Chambers, second by Roekle to approve the Treasurer Report as presented & read, motion carried.

### Bills:

18804 Fenner Excavating	744.30
18805 Frontier Online	189.87
18806 Frontier	142.62
18807 H. Monroe Inc.	1,602.24
18808 Grand Marsh State Bank	77,338.10
18809 Kathleen Pierce	1,402.47
18810 Michael Zant	1,807.89
18811 Ronald Beeman	1,500.77
18812 Thomas Sawyer	123.02
18813 Michael Moran	291.64
18814 Linda Hogan	1,369.92
18815 Great West (WI Deferred Comp)	61.00
18816 EFTPS ~ Auto Debit	2,293.27
18817 Robert Berry	138.52
18818 Roger L. Chambers	166.23
18819 John R. Jones	258.58
18820 Ernest Klicko	235.49
18821 Charles Miller	23.09
18822 Heidi Roekle	161.61
18823 Patricia Townsend	161.61
18824 The O'Brion Agency LLC	336.00
18825 WE-Energies	347.41
18826 WIDNR	45.00
18827 AFLAC	121.84
18828 Alliant Energy	2,013.87
18829 Kwik Trip Inc.	409.03
18830 Lab Safety Supply	124.73
18831 Adams County Highway Department	957.16
18832 Fenner's Garage	475.25
18833 Ace of Adams	67.37
18834 Dalco	155.48
18835 WI River Co-op Services	59.47
18836 Fenner Excavating	1,554.30
18837 Kathleen Pierce	14.63
18838 A~F Times~Reporter	711.25
18839 Tom Robertson	150.00
18840 USA Bluebook	160.44
18841 Adams County Treasurer	274.08
18842 Kathleen Pierce	1,171.85
18843 Michael Zant	1,795.77
18844 Ronald Beeman	1,520.46
18845 Thomas Sawyer	331.64
18846 Michael Moran	420.67
18847 Linda Hogan	1,100.42
18848 Great West (WI Deferred Comp. Program)	61.00
18849 EFTPS ~ Auto Debit	2,324.49
18850 Car Quest	28.76
18851 Fenner Excavating	3,705.00
18852 LaFarge Truck Center	274.04

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18853 OS2U	211.63
18854 Village General Fund ~ <i>Tax Equivalent Paid from Water</i>	37,467.00
18855 WIDOR	1,017.54
18856 Wisconsin Retirement System	2,157.82
18857 Village General Fund ~ <i>To Reimburse Gen'l Fund for Oct.-Dec. 2010 Water Payroll</i>	14,721.18
18858 Village General Fund ~ <i>To Reimburse Gen'l Fund for Oct.-Dec. 2010 Sewer Payroll</i>	15,097.74
18859 Village General Fund ~ <i>To Reimb. Gen'l Fund for Oct.-Dec. 2010 W&amp;S Payroll Taxes</i>	2,018.23

A Sewer & Water Spreadsheet for the Rural Development Project was also attached to the Treasurer's report.

### **PAYMENT OF VOUCHERS**

**MOTION** made by Chambers, second by Roekle to approve payment of voucher #18804 through #18859 in the amount of \$183,414.79, motion carried.

### **CITIZEN INPUT**

**President Jones:** The next item on the agenda is citizen input; I've had a request to have several individuals who want to look at their assessment for the Sewer & Water Project and I would like at this point in time to say that we will set up a meeting with the Village Attorney, MSA Associates, Village President and Village Clerk and whomever individually wants to come and go over their assessments. So at this point in time we'll go informal for a couple of minutes, you can go over to Mrs. Hogan and Mrs. Pierce and register if you want to have additional information on the assessments. We'll be glad to set up a meeting with the four individuals involved and the individual that requests it. So at this point in time if you'll go over to Mrs. Pierce or Mrs. Hogan for the meeting and give your name. The Clerks will be responsible for trying to get the times that are good for the citizens and also for the individuals that will be there and they'll notify you of the meetings and we'll set it up at the Village Hall.

### **RURAL DEV. PROJECT ie: Consideration of Final Pay Request & Final Change Orders**

**MATT MORROW:** I was hoping to have a final pay request and a final change order from the contractor for tonight's meeting however, I didn't receive anything from the contractor. I worked with them quite a bit last week on finalizing final items that were out there and getting everything squared away. However, I did not receive the final pay request, change order, lien waivers or any other information from the contractor so I think that this item should be tabled as far as the pay request goes until the next meeting. In the last month here with the contractor we worked on the water meter items and just some final odds and ends as far as the paving over at the Citgo station which was completed late this fall. That was about the extent of my contact with the contractor.

### **PUBLIC WORKS COMMITTEE/DIRECTOR REPORT ie: Damage to Street Lights**

**ZANT:** A couple of street lights were knocked off; one was by the state hwy. crew when they were out cleaning up snow and another individual lost control. I have the reports from the sheriff's department and as soon as we get them back up we can send in the bills to their insurance companies and recoup those costs.

### **FINANCE/PERSONNEL COMMITTEE REPORT ie: Office Hours, Overtime, Sewer & Water Budget for 2011**

**CHAMBERS:** Our committee met last month (1-7-2011) and went over some agenda items and I'm not sure if we can take action on them tonight. One of the things we proposed is to establish office hours here in this building and right now I think the last time we read it was 9:00 a.m. – 6:00 p.m. Monday through Thursday and Friday was depending on how things went. The committee felt this building probably needed to be open five days a week so we're proposing that we establish office hours from 9:00 a.m. – 5:30 p.m. Monday through Friday. That would give the ladies a 40 hour work week with a half an hour for lunch each day just to make it uniform so people have access to the Village Hall five days out of the week. **ATTY. WOOD:** The agenda does reference as a part of the report the issue of office hours, it isn't titled though on the report and I think it would probably be prudent to set it for next month. For that reason and also for the fact that the non finance committee members may want time to digest that. **CHAMBERS:** That's fine with us we just want it out there. Secondly we talked about the over time; you know we put X number of dollars in the budget for salaries and overtime does get expensive. Of course, these two ladies work hard. So, what we're asking for is in a pay period, we pay every two weeks, any time that over time is going to exceed a total of seven (7) hours they have to seek approval of either the Board President or the Finance Committee Chair. Again, this is just being done trying to keep control on the budget. The last thing we talked about was the water and sewer budget; we just reviewed the water and sewer budget and ah we actually didn't take any formal action. I don't know if you looked at the sewer fund but it's showing a negative by the end of next year but some of it has to do with this Rural Development Project. But again, we can use any of the monies collected from the special assessments. So, at this point in time we don't expect that it's going to be negative. One more thing that we talked about was looking into putting in a drop box here in this building. We're going to look into the feasibility of putting in a drop box so citizens can use that just to pay bills when the office is closed.

### **CONSIDERATION & ACTION ON REQUEST MADE BY T. L. PATTERSON ON THE RESTRUCTURING OF HIS SPECIAL ASSESSMENTS TO ALLOW A 20 YEAR PAYBACK**

President Jones said he would like to put this item also to meet with the individual. President Jones asked that

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Mr. Patterson's name be added to the list.

**A-F AREA SCHOOLS REQUEST FOR VILLAGE TO DONATE FRANCHISE FEES TO THE SCHOOL DISTRICT FOR THE OPERATION OF CHANNEL 4**

A copy of the letter received from A-F Area Schools was given to all Village Board members. The school asked that the Village donate their franchise fees to the school to help operate Channel 4. President Jones stated that the City told the A-F School District that they would not give their franchise fees to the district unless the Village gave theirs too. Clerk noted that the Village receives approximately \$2,000 a year in franchise fees from Charter Communications. Clerk also noted that the Charter subscribers are being billed for the franchise fees on their monthly statement. **MOTION** by Klicko, second by Chambers to disallow the request, motion carried.

**CONSIDERATION OF CIVIL INJUNCTIVE LAWSUIT IN REGARDS TO THE RAYMOND SLEEMAN PROPERTY LOCATED AT 301 MAIN STREET**

**ATTY. WOOD:** The update is that a second citation was issued to Mr. Sleeman last month. We had a court date and Mr. Sleeman did not appear so a default judgment was entered. That's two citations and a result of a default judgment; each citation is \$200.50. The Board at this point has several options. One option would be to take no further action and let the issue go which I would advise against. Another option would be to have another citation issued and hope that this citation would garner Mr. Sleeman's attention. The third option that I can envision would be to proceed with a lawsuit against Mr. Sleeman for an injunction to prohibit the use of the property pending him bringing it into compliance with the building code. So if the Board would like to have input from Mr. Jackson on that issue you could postpone this issue until next month; at this point I would like Mr. Jackson's input for my own benefit. **MOTION** by Berry, second by Chambers to table the matter until the February meeting, motion carried.

**OPERATOR LICENSES**

There were none.

**CORRESPONDENCE**

A copy of the following correspondence was placed in all boxes for review and or action by the Village Board:

- \* A copy of the monthly building permit report from General Engineering
- \* A copy of Liberty Mutual Insurance Companies Amendment (Altered Policy Terms on Fungus, Wet Rot, Dry Rot and Bacteria Endorsement)
- \* A copy of the updated information in regards to the sale of Village scrap (Finance Committee had asked that the sheet be clarified)

Being no further business to come before the board, motion by Townsend, second by Berry to adjourn, motion carried.

Kathleen M. Pierce,  
Clerk/Treasurer