

Meeting: **Village Board of Trustees**

Place: **106 S. Main St.**

Date: **Monday, January 11, 2016 at 6:00 p.m.**

Webpage: **www.poynette-wi.gov**

6.a.

MINUTES

1. Call to Order

President Kaschinske called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance.

3. Roll Call

Members Present: Avery, Boor, Fiore, Kaschinske, LaTour, and Marquardt.

Members Absent: VanSchoyck-Teeter (gave prior notice)

Staff Present: Administrator Wilson, Public Works Director Gorman, Police Chief White, and Village Attorney Hughes

4. Public Comments

None.

5. Approval of Village Board Agenda

Motion by Marquardt, second by Avery to approve the Village Board Agenda for the January 11th, 2016 meeting. Motion was unanimously approved (6-0).

6. Staff, Trustee, and Consultant Reports

a. Administrator's Memo – Project Updates, Fire District Budget Update, LRIP Award, Park and Recreation Commission Meeting Information

President Kaschinske questioned the project location for the LRIP. Administrator Wilson clarified. Trustee LaTour questioned the Park Master Plan Update. Administrator Wilson stated that it would be required for grant purposes.

b. Public Works Director Report – Project Updates, Work Completed

Trustee Marquardt questioned what happened during the last snow event. Public Works Director Gorman stated that he is working with Administrator Wilson and his staff to ensure that there is a process in place to address snow removal.

c. Police Chief Report – Project Updates, Incident Report, PD Administrative Assistant Position Opening/Filling

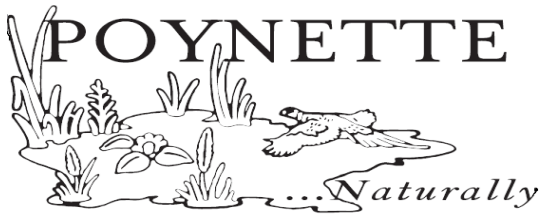
Trustee Marquardt questioned why the position was being refilled. Chief White provided clarification. Trustee Marquardt questioned why existing staff and officers could not assist in those duties. Administrator Wilson clarified that the re-filling of the position had been discussed and the Village Board had already made a decision. Administrator Wilson stated that an Administrative Assistant was necessary in the Police Department, as the existing staff has more than enough to do already.

d. Library Director Report – Meeting Updates, Upcoming Events, Checkouts, Bills

e. Village President Report – EMS/Fire District Updates

President Kaschinske updated the Board members regarding the discussion at the recent EMS meeting. Chief White stated that there has been some improvement. Trustee LaTour stated that he knew of a few volunteers but they had not received a call back. President Kaschinske requested their contact information, so it could be delivered to the appropriate individual.

7. Consent Agenda Actions
 - a. Minutes for the Regular Meeting of the Village Board from December 14, 2015
Motion by Avery, second by Boor to approve the regular meeting minutes from December 14th, 2015. Motion was unanimously approved (6-0).
 - b. Minutes for the Special Meeting of the Village Board from December 21, 2015
Motion by Boor, second by LaTour to approve the special meeting minutes from December 21st, 2015. Motion was approved (5-0-1 with Marquardt abstaining).
 - c. Vouchers dated December 15, 2015 to January 7, 2016
Motion by Boor, second by Marquardt to approve the vouchers as presented. Motion was unanimously approved (6-0).
8. Old Business (Discussion/Possible Action)
 - a. Ordinance No. 16-528: An Ordinance Amending Title II Your Services, Chapter 3 Public Streets and Sidewalks; Section 3.04 Installation and Repair of Sidewalks, Paved Trails, and Paths
Trustee Marquardt questioned what the Ordinance amended. Administrator Wilson provided clarification. Administrator Wilson stated that the language had changed very little since the COW review, only minor items as directed by the Village Attorney. Motion by Boor, second by Marquardt to approve Ordinance No. 16-528 with a correction to the number provided in section (3)(b) from “(70)” to “(7)”. Motion was approved unanimously, (6-0).
9. New Business (Discussion/Possible Action)
 - a. Dates for Upcoming Village Events: Bike Registration, Drug Drop-Off, Spring Clean-Up
President Kaschinske stated that the staff was looking for some dates for events. Chief White stated that Officer Sullivan was working on a bike rodeo for the spring, in which, registrations could be obtained for residents. Chief White stated that the date is in the works. Chief White stated that the State sets the date for the drug drop-off, but we had not received that yet. Chief White requested that the Clean-up day be held that same day within Pauquette Park. President Kaschinske requested that this be brought back when the date had been determined.
 - b. Ordinance No. 16-529: An Ordinance Amending Title V Your Safety, Chapter 5 Traffic, Section 5.03 Parking, (1) No Parking Zone and (3) Parking for Physically Disabled
Administrator Wilson presented the request. Trustee LaTour stated that he had concerns, as this sets an example for others and the Board will be reviewing a lot of requests. Administrator Wilson stated that concern had been raised amongst staff as well. Discussion focused on other options. Motion by Marquardt, second by Fiore to approve Ordinance No. 16-529 as presented. Motion was approved (5-1 with LaTour voting nay).
 - c. Resolution No. 16-953: A Resolution Approving the Contract with United Liquid Waste Recycling, Inc. for sludge hauling/spreading for the Wastewater Treatment Plant
Motion by Marquardt, second by Fiore to approve Resolution No. 16-953. Motion was approved unanimously (6-0).
 - d. Resolution No. 16-954: A Resolution Approving the Transfer of Funds from the 2015 Culture, Recreation, and Education Budget to LGIP
President Kaschinske stated that no other department is able to keep their unspent funds. Trustee Marquardt stated that it should be specifically noted, if approved, what the funds can be used for and that they cannot be applied to something different in the future. Trustee LaTour questioned how much the Park Fund had received for capital projects. Administrator Wilson stated that in 2015, they received \$13,000 and in 2016 and estimated \$8,000. Administrator Wilson stated that most of the money last year has gone towards the ice rink and its water line. Parks and Recreation Chair Tomlinson stated that he would like to verify if the current funds in LGIP had already been designated to a different project other than the basketball court. Trustee Boor questioned how much a basketball court would cost. Parks and Recreation Chair Tomlinson stated that the estimate is around \$15,000. Trustee Boor stated that the amount in LGIP, the



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amount in the current budget, and the cost for the court needs to be verified. Trustee Boor stated that the amount transferred could cover the difference needed. Motion by Boor, second by Marquardt to approve Resolution No. 16-954. Motion was denied, (1-5).

10. Closed Session

- a. Convene into Closed Session per 19.85(1)(c) – Consider employment, promotion, compensation or performance evaluation of public employees over which the governmental body has jurisdiction or exercises responsibility.

Motion by Marquardt, second by Boor to convene into closed session at 7:15 p.m. Roll call: Fiore-Yes, LaTour-Yes, Boor-Yes, Kaschinske-Yes, Avery-Yes, and Marquardt-Yes.

- (1) Use of Accrued Sick Hours towards Employee Health Benefits

- b. Reconvene in Open Session.

Motion by Boor, second by Avery to reconvene into open session at 8:02 p.m. Motion was unanimously approved, (6-0).

- (1) Discussion/Action on Use of Accrued Sick Hours towards Employee Health Benefits

Motion by LaTour, second by Boor to direct the Village Administrator to provide notice of the employee manual changes including the sick leave policy effective January 12, 2016. Motion was approved, (5-1 w/ Marquardt voting nay).

11. Upcoming Meeting Agenda Requests

Village Board of Trustee members requested the following future agenda items: comment cards received by Terri Fiore, use of social media as a “soapbox” for Board members, Debt fund and the future payments due, street project for 2016/2017, and goal setting session.

12. Adjournment

Village President Kaschinske adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Lisa M. Wilson, AICP
Administrator/Clerk/Treasurer