



Meeting: **Committee of the Whole**

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

Date: **Monday, December 14, 2015 @ 6:00pm**

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

5.a.

MINUTES

1. Call to Order

Trustee Marquardt called the December 14, 2015 Committee of the Whole meeting to order at 6:02 p.m.

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance.

3. Roll Call

Members Present: Avery, Boor, Fiore, Kaschinske, LaTour, Marquardt, and VanSchoyck-Teeter

Members Absent: None

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

4. Approval of Agenda

Motion by Kaschinske, second by Schoyck-Teeter to approve the Agenda. Motion carried (7-0).

5. Old Business

a. Minutes for the Committee of the Whole from October 26, 2015

Motion by Kaschinske, second by Fiore to approve the meeting minutes for the October 26th, 2015 Committee of the Whole meeting. Motion was unanimously approved.

b. Construction and Replacement of Sidewalks

Administrator Wilson outlined the amendments to the Ordinance provisions. Trustee Marquardt questioned if a public street tree was defined or if the language reflected specifically what is meant by "street tree". Administrator Wilson read the proposed language to the Board. Trustee Marquardt stated that the proposal was simple and easy to read. Administrator Wilson stated that Attorney Hughes would need to review the draft prior to approval.

6. New Business

a. Review Stormwater Utility Fund – Fees and Projects

Administrator Wilson outlined the information contained within the staff memo. Board of Trustee members questioned if items were being coded properly to the account. Administrator Wilson stated that staff had been working to code items to the stormwater fund, if that is where the funds should be taken from. Engineer Anderson outlined the items that the funds could be used for, as per the study. Board members discussed transferring funds to cover costs that were coded inaccurately.

b. Building Permit Process and Fees

Trustee Marquardt questioned which permits are actually required by the State. Administrator Wilson stated that the Village had adopted the necessary building codes and was requiring permits to accommodate those code requirements. Trustee Marquardt and Trustee Avery stated that property owners are permitted to complete their own work and should not be inspected. Trustee Marquardt stated that Alliant is able to turn on power without having a permit/inspection completed. Public Works Director Gorman provided example of that not being the case. Trustee Marquardt questioned why deck permits or fence permits were necessary. Administrator Wilson stated that these are structures and for life, health, safety reasons were inspected to ensure that

they met building code and setback requirements. Trustee Marquardt stated that would be the homeowners' problem, if it is incorrect, they would be responsible for removal. Administrator Wilson stated that is easier said than done, as the permit/inspection process ensures that things are completed correctly and do not require removal. Police Chief White provided examples of fencing issues within the community. Trustee Marquardt stated that he wanted to see a listing of all the permits required by the State. Trustee Marquardt stated that residents should not be charged for all these permits. Trustee Avery agreed. Administrator Wilson stated that would be provided at a future meeting.

c. Wastewater Treatment Plant – VFD/Phosphorus Requirements

Village Engineer outlined the information contained within the memo. Trustee Avery questioned the SCADA system and call outs for issues at the plant. Public Works Director Gorman stated that all aspects of the SCADA program are operational. Trustee Marquardt questioned if there were other options to consider. Engineer Anderson stated that he could look into other options. Trustee Kaschinske questioned if this was in the budget. Administrator Wilson stated that it was not in the budget. Trustee Kaschinske questioned if the company submitting the proposal would honor the price beyond the 30 days. Engineer Anderson stated that he thought they would, but he would verify. Trustee Marquardt stated that he would like additional information brought forward in February.

7. Adjournment

Trustee Marquardt adjourned the meeting at 6:38 p.m.

Respectfully submitted,

Lisa M. Wilson, AICP
Administrator/Clerk/Treasurer