

Meeting: **Village Board of Trustees**
Place: **106 S. Main St.**
Date: **Monday, September 26, 2016**
Immediately Following CoW Meeting
Webpage: **www.poynette-wi.gov**

7.a.

MINUTES

1. Call to Order
President Kaschinske called the meeting to order at 6:40 p.m.
2. Roll Call
Members Present: Avery, Fiore, Hutchinson, Kaschinske, and LaTour
Members Absent: Boor (gave prior notice) and Van Schoyck-Teeter (gave prior notice)
Staff Present: Administrator Wilson, Attorney Hughes, Deputy Clerk/Deputy Treasurer Megow, Chief Fisher, Public Works Director Gorman, Engineer Anderson, and Library Director Ganz
3. Public Comments
None.
4. Approval of Agenda
Motion by Avery, second by Fiore to approve the Agenda for September 26th as presented. Motion carried, 5-0.
5. Staff, Trustee, and Consultant Reports
 - a. Administrator's Memo – Meeting and Project Updates
Administrator Wilson outlined the information in her staff memo. Trustee LaTour questioned when the cut off would be to get those articles into the Traveler. Administrator Wilson stated that the date noted is December 31st, but if we could have them earlier that would be better. Trustee Fiore stated that she would speak to a few individuals and have something by the end of November.
 - b. Library Director's Report - News, Services, Programs, Meetings, and Deposits/Expenses
Library Director Ganz outlined her staff memo and invited the Trustees to help them celebrate 75 years. Library Director Ganz handed out flyers regarding the event.
 - c. Trustee Reports – Meeting Updates
Trustee Hutchinson reported that he would be attending the Joint Municipal Court meeting. President Kaschinske stated that she would be attending the Fire District meeting.
6. Consent Agenda Actions
 - a. Minutes for the Village Board from September 12, 2016
Trustee Avery questioned Lynn Hanson's statement on Page 1 of the minutes and requested that it be removed. Trustee Avery stated that Mr. Hanson was not the designated representative; therefore he should not be noted as such. Trustee LaTour stated that was what Mr. Hanson stated at the meeting and it cannot just be changed. Trustee Avery questioned if the Plan Commission had designated him to speak. President Kaschinske stated that he did sit on the Plan Commission. Mr. Avery stated that it should be removed, given that Mr. Hanson gave himself authority that he did not have. Attorney Hughes stated that given that the statement was made under public comment and it was what he stated, it could remain in the minutes. Attorney Hughes stated that within the minutes for this evening, this discussion would be noted showing the concern. Trustee Avery agreed with those comments. Motion by Avery, second by Fiore to approve the Minutes from September 12th as presented. Motion carried, 5-0.

- b. Vouchers dated thru September 29, 2016
Motion by Hutchinson, second by LaTour to approve the vouchers dated thru September 29th. Motion carried, 5-0.

7. Old Business (Discussion/Possible Action)

- a. Items discussed in preceding Committee of the Whole Meeting
President Kaschinske stated that the only item to be decided upon was the street project. President Kaschinske questioned what the Board would like to do. Motion by Avery, second by Fiore to move forward with the Pearl Street Project for 2018 and authorize Village staff to move forward with the CBDG Application process for funding of such project. Motion carried, 5-0.

8. New Business (Discussion/Possible Action)

- a. Resolution No. 2016-983: A Resolution Approving a Street Closure for the 100 Block of North Cleveland Street for the Poynette School District for Bus Parking
Mr. Hauser, Poynette Elementary School, was present for this item. President Kaschinske questioned if he had anything to add. Trustee LaTour questioned what would happen for the two homes that have driveways onto this street. Mr. Hauser stated that this really hasn't been an issue. Chief Fisher stated that there is enough space for them to get through should they need to. Motion by Hutchinson, second by Avery to approve Resolution No. 2016-983 as presented. Motion carried, 5-0.

9. Closed Session

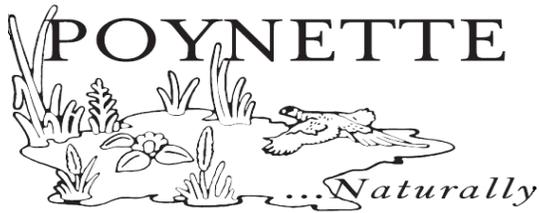
- a. Convene into Closed Session per 19.85(1)(c) – Consider employment, promotion, compensation or performance evaluation of public employees over which the governmental body has jurisdiction or exercises responsibility.
 - i. Deputy Clerk/Deputy Treasurer – Natalie Megow
 - ii. Employee Compensation for 2017 BudgetMotion by Kaschinske, second by Avery to convene into closed session at 7:10 p.m. Roll call: Avery-yes, Hutchinson-yes, Kaschinske-yes, LaTour-yes, and Fiore-yes. Motion carried.

- b. Reconvene in Open Session

- i. Take action on closed session items.
Motion by Fiore, second by Avery to reconvene into open session at 7:41 p.m. Motion carried, 5-0. Motion by Hutchinson, second by Avery to raise Natalie Megow's salary to \$50,000 effective October 1st, 2016. Motion carried, 5-0.

10. Upcoming Meeting Agenda Requests

Trustee Fiore questioned if someone could look at the garage that is owned by Mr. Clark, which abuts her home. Trustee Fiore stated that it is need of mowing. Administrator Wilson stated that she will have someone look at it and provide notification. Trustee Fiore questioned the status of the dead tree on Main Street. Administrator Wilson stated that the one tree was to remain as the arborist thought it may come back. Administrator Wilson stated that she would follow-up with Scott on the second one. President Kaschinske noted that Board members have been requesting hard copies of the packet, which is fine. President Kaschinske stated that if a Board member requests a hard copy, they should be able to pick it up at Village Hall and the staff should not have to deliver it. Trustees agreed. President Kaschinske questioned how BR&E visits were coming and if we have date set for more EDA discussions. Administrator Wilson stated that she has reached out to schedule some visits, but has heard no response. Administrator Wilson stated that she knows Ms. Elsing has been busy with audits/budget and so has she. Administrator Wilson stated that she is working to get an EDA follow-up session scheduled. President Kaschinske questioned if we had a meeting with the state regarding



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camping. Administrator Wilson stated that she does not have that scheduled. President Kaschinske questioned if staff could conduct an Ethics and Code of Conduct training for the Board at a future meeting. Attorney Hughes stated that he could and questioned when they would like to do so. President Kaschinske stated that within the next month. Trustee Avery stated that he would like to see funds be placed for Village Board training. Trustee LaTour questioned if we could reach out and see what the auditing costs would be if we went with a firm that was local, rather than our current group. Administrator Wilson stated that she could ask what their cost would be. Trustee LaTour stated that he would also like to look at adding a full-time Public Works employee. Trustee LaTour stated that with the recent injury to Mr. Brue, it shows how much there is to do. Administrator Wilson agreed that the Public Works Department could use the added help and she could place that for future discussion. Trustee Hutchinson stated that he would like to discuss all the construction being completed in tow without the proper building permits. Trustee Avery stated that he would like to discuss what the next step is in the Village's economic development efforts. Trustee Fiore stated that they should also discuss the meeting schedule around the holidays.

11. Adjournment

President Kaschinske adjourned the meeting at 7:55 p.m.

Approved 10.10.16

Respectfully submitted,

Lisa M. Wilson, AICP
Administrator/Clerk/Treasurer