

Meeting: **Village Board of Trustees**

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

Date: **Monday, September 12, 2016 to immediately follow a Special Meeting of the Plan Commission**

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

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 (arrived at 6:05 p.m.), Hutchinson, Kaschinske, LaTour, and Van Schoyck-Teeter

Members Absent: None

Staff Present: Administrator Wilson, Attorney Hughes, Deputy Clerk-Deputy Treasurer Megow, Chief Fisher, Officer Spurbeck, Public Works Director Gorman, and Engineer Anderson

4. Public Comments

Bill and Kathy Schaffer, 1012 Sopha Court, stated that they built their home 14-15 years ago. Mr. Schaffer stated that over the years, they have experienced excessive water coming off of Sopha Court. Mr. Schaffer noted that there were changes to landscaping on their neighbor's yard, which has added to the situation. Mr. Schaffer noted that there is no curb and gutter on his side of the street, but there is on the opposite side. Mr. Schaffer noted that their rock walls are also starting to erode due to the water. Mr. Schaffer stated that he was given three solutions, but he does not understand two of those suggested and the third requires money from his neighbors. Mrs. Schaffer questioned if the curb and gutter missing was a mistake or was to be provided, but missed. Mr. Schaffer stated that he had requested plans and specifications for Sopha Court, but was told they may have been damaged. Trustee Van Schoyck-Teeter stated that damage would have taken place before Sopha Court was constructed. Mr. Schaffer stated that this is not his road; this is a Village street. Mrs. Schaffer also questioned where the funds that were paid for the park went.

Vicki Leiterman, 901 Eagle Ln, stated that she moved to the Village in 2010. Ms. Leiterman stated that she was told that residential and duplexes were planned for north of Pauquette Pines Lane. Ms. Leiterman stated that the building in question this evening was falling down and in no condition to be used for a commercial operation. Ms. Leiterman stated that she questioned how someone is able to spend time to fix a structure without having gone to the Village. Ms. Leiterman stated that she was offended by being compared to residents located around O'Hare airport. Ms. Leiterman stated that she purchased her home with the intent of knowing that residential properties would continue in the area.

Lynn Hanson, 328 N Franklin, stated that on behalf of the Plan Commission, they reviewed the proposed rezoning on the agenda. Mr. Hanson stated that the Plan Commission made a recommendation for denial and urged the Board to accept that recommendation.

Jay Houser, PISD Elementary School, stated that he wanted to approach the Board about closing the street in morning as well. Mr. Houser stated that Cleveland Street is currently closed in the afternoons to assist with busing. Mr. Houser noted that in order to encourage safety in the mornings,

the district would like to close Cleveland in the mornings from 8:10 to 8:30. Mr. Houser stated that it was brought to their attention that the signs they currently use were to be temporary and the school district would be more than happy to purchase their own signs. Mr. Houser stated that the school would place and remove the signs after each closure.

Steve Mueller, 2B Cool, stated that his son received approval for two ping pong tables to be placed in Pauquette Park. Mr. Mueller stated that the Village Board required them to be placed in the small shelter, but that shelter is in need of repair. Mr. Mueller stated that they would like to place the tables end to end in the larger structure until the other structure is repaired. Mr. Mueller stated that the tables weigh around 2,000 pounds and are 5' x 9'. Mr. Mueller stated that they would like to see them placed before the next Movie in the Park.

5. Approval of Agenda

President Kaschinske stated that she would like to move Item 7.b. before Item 7.a. Motion by Fiore, second by Avery to approve the agenda as amended. Motion carried, 7-0.

6. Staff, Trustee, and Consultant Reports

a. Administrator's Memo – Meeting and Project Updates

Administrator Wilson introduced the items in her memo. Trustee Fiore requested that it is noted that the cost is \$10 per vehicle, as that was the issue at Pope and Young.

b. Public Works Director Memo – Project Updates and Work Completed

Public Works Director Gorman questioned if the Board had questions. Trustee Boor questioned the trimming back of the grass along the curb line prior to painting. Public Works Director Gorman noted that the department is short staffed at this time. Trustee Boor stated that the tree trimming that was completed by Public Works looked good. Trustee Boor questioned what happened to Mr. Brue. Administrator Wilson stated that there were some issues repairing the fan for the air conditioning system in Village Hall. Administrator Wilson stated that in trying to complete the repairs Mr. Brue was injured.

c. Police Chief Memo – Project Updates and Incident Reports

Chief Fisher presented the items in the staff memo. Trustee Fiore requested a copy of the curriculum for the DARE Program that would be used. Trustee Van Schoyck-Teeter thanked the Chief for bringing forward the positive feedback for the officers. There was brief discussion surrounding a dangerous dog issue and the potential moving forward in the process to deal with this type of issue.

d. Library Director Memo – News, Services, Programs, Meetings, and Deposits/Expenses

Trustee Van Schoyck-Teeter state that the budget is ready for the Library Board to review on Tuesday.

e. Trustee Reports – Meeting Updates

7. Consent Agenda Actions

a. Minutes for the Village Board Regular Meeting from August 8, 2016

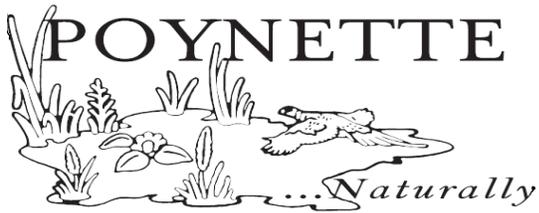
Motion by Avery, second by Boor to approve the August 8th meeting minutes. Motion carried, 7-0.

b. Vouchers dated thru September 8, 2016

Motion by Hutchinson, second by Boor to approve the Vouchers dated thru September 8th. Motion carried, 7-0.

8. Old Business (Discussion/Possible Action)

a. 2017 Fire District Budget



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Motion by LaTour, second by Van Schoyck-Teeter to review the 2017 Fire District Budget. Motion carried, 7-0.

Trustee Van Schoyck-Teeter stated that she would like to see the money that was put towards incentives and salaries continue forward in that line item. Trustee Boor requested clarification. Trustee Avery stated that they provided that extra money for a specific purpose. Trustee Avery stated that they entrusted that added amount to the Fire Department for the purpose intended. Van Schoyck-Teeter stated that it was noted at the previous meeting that they still had work to do to acquire personnel and maintain their levels.

Motion by Avery, second by Van Schoyck-Teeter to rescind the motion given to the 2017 Fire District Budget at the 8/8/2016. Motion carried, 6-1 with Kaschinske voting no. Trustee Boor requested that this be placed on the Committee of the Whole Agenda for 9/26/2016.

- b. Eagle Scout Project – Location of Ping Pong Table in Pauquette Park – Trent Mueller
Mr. Mueller stated that his son had to work, so he was there on Trent's behalf. Mr. Mueller stated that the smaller shelter in Pauquette Park was in disrepair, so they would like to temporarily place the ping pong tables, end to end, in the large shelter. Trustee Avery noted that repairs for the smaller shelter were being proposed. Davy Tomlinson, Park Commission Chair, stated that was in the five year plan. Trustee Fiore stated that she did not think it was a bad idea. Mr. Mueller stated that the tables can be bolted down, but they would not do so until they were in a permanent location. Mr. Mueller questioned Village assistance in the move. Public Works Director Gorman stated that we did not have the equipment or capability to do this movement. Trustee Van Schoyck-Teeter questioned if the insurance covered one of our guys getting hurt during this move. Administrator Wilson stated that she would need to look into that. Motion by Van Schoyck-Teeter, second by Fiore to allow the ping pong tables to temporarily be placed in Pauquette Park's larger shelter. Motion carried, 7-0.

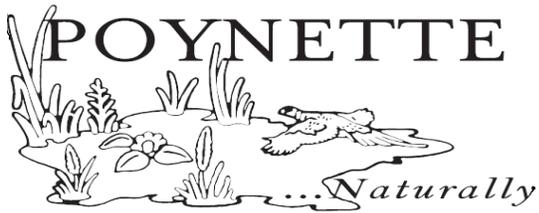
9. New Business (Discussion/Possible Action)

- a. Ordinance No. 2016-538: An Ordinance Changing the Zoning Classification of Lot 1, CSM 5192-36-123 from R-2 Duplex Residential to B-2 Highway Commercial District
Administrator Wilson presented the information contained with the staff memo. Vytas Salna, 417 W Wisconsin Street, Portage stated that he was representing Mr. Adams in this matter. Mr. Salna provided his background of the rezoning of parcels within this area over time. Mr. Adams stated that he had a petition that was circulated and placed at local businesses, which supported his proposal. Trustee Van Schoyck-Teeter stated that there were no addresses for the individuals signing the petition. Trustee LaTour questioned the County's zoning designation being different than the Village's. Administrator Wilson stated that the County has nothing to do with the Village's zoning. Administrator Wilson stated that the moment the property was annexed, we were able to zone the property in accordance with our Comprehensive Plan. Administrator Wilson explained the difference between the assessment for a property and zoning. Trustee LaTour questioned what the assessment was for the property. Administrator Wilson stated that the property is assessed and paying around \$1700 of commercial taxes, but is zoned R-2 residential. Trustee Avery questioned the difficulty of working in Poynette and stated he had been in the building and it was in good shape. Trustee Boor stated that the building had

demolition work completed and additions without any proper building permits. Trustee Boor questioned Mr. Adams as to what he was told by staff with regards to the zoning, etc. of the property. Mr. Adams stated that he could not recall. Administrator Wilson stated that she had provided the same zoning, R-2 to the previous and current property owner along with what types of uses would be permitted in that designation. Trustee Boor stated that the proposal does not meet the Comprehensive Plan; and the Plan Commission recommendation was consistent with such. Trustee Avery stated that the building was there. Trustee Van Schoyck-Teeter stated that even though the building was there, it was remodeled without permits and did not meet the Comprehensive Plan. Trustee Fiore questioned the petition and if individuals knew what they were signing as well as if they were residents of the Village. Administrator Wilson noted that there were no addresses provided and read the statement provided at the top of the petition. Questions were raised as to whether Trustee LaTour should remove himself from voting, given that he had items stored in the building at one time. Attorney Hughes stated that he did not believe it was a conflict of interest for Trustee LaTour and he could vote on the item. Trustees questioned the options before them this evening. Attorney Hughes noted the options.

Motion by Avery, second by Fiore to approve Ordinance No. 2016-538 Conditionally Approving the Rezone Request from R-2 to B-2. Motion carried, 4-3 (with Boor, Kaschinske, and Van Schoyck-Teeter voting no).

- b. Resolution No. 2016-980: A Resolution Approving the Final Plat of Rowan Creek Retreat (Item appeared prior to 9.a.) Administrator Wilson noted that on the Resolution, it was noted that language needed to be removed to include “along with the 75 foot setback requirement”. Questions were raised regarding the other amendments to the original resolution. Attorney Hughes noted that some conditions had been satisfied prior to the Board meeting. Motion by Boor, second by Hutchinson to approve the revised Resolution No. 2016-980 with further changes to condition #1 removing the language “along with the 75 foot setback requirement”. Motion carried, 7-0.
- c. Garden Club Budget – Lynn Bryant
Rose Leckwee and Lynn Bryant were present and requested the opportunity to come forward each year to discuss the upcoming budget. Ms. Bryant stated that in years when new mulch is added, it is hard to stay within budget. Administrator Wilson stated that staff had been discussing how to handle this moving forward. Deputy Clerk-Deputy Treasurer Megow stated that it could be similar to the Cemetery Association, as a check is cut at the beginning of the year for the funds in the line item and then they are responsible. Deputy Clerk-Deputy Treasurer Megow stated that at the end of the year, an accounting of how the funds were spent is then provided. Ms. Bryant and Ms. Leckwee stated that would agree to that proposal. Ms. Leckwee stated that the \$300 for the 2017 budget should be okay. Ms. Bryant also questioned the storage of the gator, as last year with the ice rink there was no room.
- d. Resolution No. 2016-981: A Resolution Exempting the Village of Poynette from Paying Columbia County Library Tax in 2017
President Kaschinske stated that this is something that is reviewed each year for the Library. Motion by Van Schoyck-Teeter, second by LaTour to approve Resolution No. 2016-981 as presented. Motion carried, 7-0.
- e. Resolution No. 2016-982: A Resolution Adopting Amendments to the Employee Manual as it relates to the Accrual of Sick Leave towards Health Benefits upon Retirement
Trustees questioned the date of the most recent hire. Administrator Wilson noted that it would be Sarah Roche. Deputy Clerk-Deputy Treasurer Megow stated that was in April. Trustees



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reviewed their options. Trustee Hutchinson stated that he felt we needed to be fair to all employees moving forward, so he favored option 1. Trustee Boor stated that with all options outside of number 1, employees needed to understand what this meant for them. President Kaschinske questioned if a signature page was necessary. Administrator Wilson stated that they would need to complete a form. Motion by Boor, second by Avery to approve Resolution No. 2016-982 with Option 2 language. Motion carried, 6-1 with Hutchinson voting no.

f. Operator's License for License Year July 1, 2016 to June 30, 2017

Trustees questioned if the Police Chief reviews and signs off on the approvals. Deputy Clerk-Deputy Treasurer Megow stated that there is a section on the application where the Chief certifies that the individuals passed a background check.

i. Patricia Rimmert

Motion by Van Schoyck-Teeter, second by Hutchins to approve Ms. Rimmert. Motion carried, 7-0.

ii. Sandra Krueger-Lamb

Motion by Van Schoyck-Teeter, second by Avery to approve Ms. Krueger-Lamb. Motion carried, 7-0.

iii. Matthew Edwards

Motion by Hutchinson, second by Boor to approve Mr. Edwards. Motion carried, 7-0.

10. Closed Session

a. Convene into Closed Session per 19.85(1)(e) - Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive bargaining reasons require a closed session.

i. Policing Contract with the Village of Arlington

Motion by Van Schoyck-Teeter, second by Hutchinson to convene into closed session at 8:09 p.m. Roll call vote: Avery-yes, Hutchinson-yes, Van Schoyck-Teeter-yes, Kaschinske-yes, Boor-yes, LaTour-yes, and Fiore-yes. Motion carried, 7-0.

b. Reconvene in Open Session.

i. Authorization for Village staff to proceed in discussions with the Village of Arlington Policing Contract.

Motion by Avery, second by LaTour to reconvene into open session at 8:31 p.m. Motion carried, 7-0.

Motion by Van Schoyck-Teeter, second by Avery to authorize staff to proceed in discussions with the Village of Arlington for a policing contract. Motion carried, 7-0.

11. Upcoming Meeting Agenda Requests

No items were noted.

12. Adjournment

President Kaschinske adjourned the meeting at 8:32 p.m.

Approved 09.26.2016

Respectfully submitted,

Lisa M. Wilson, AICP
Administrator/Clerk/Treasurer