



Meeting: **Village Board of Trustees**  
Place: **106 S. Main St.**  
Date: **Monday, July 2, 2012 @ 6:30 P.M.**  
Webpage: **[www.poynette-wi.gov](http://www.poynette-wi.gov)**

## **MINUTES**

Called to Order at 6:31 p.m. by President Burke

Present were Trustees; DeBoer, Hutchinson, Avery, Chapa, Kaschinske and Ross

1. Approval of Agenda: Trustees Kaschinske/Ross motion to approve, MC Unanimous
2. Public Appearances: None
3. Public Communications & Comment: None
4. Staff, Consultant and Trustee Reports:
  - a. General Engineering - Erik Henningsgard PE
    - i. Progress continues on schedule for a new well and upgrades at the waste water treatment plant.
    - ii. The visits to 11 Village employers identified by the DNR as a result of the fish kill that occurred this spring is moving along and should be finished by the end of July. This is an informational visit to review how the introduction of substances not intended for disposal into a public treatment system can have serious and expensive results.
    - iii. The leading remedy for the failed septic system that serves two trailers in the mobile home park is to install a grinder pump to lift the waste to a point where it would gravity feed into the system that serves the rest of the park. The expense for the installation and maintenance will be covered by the park owner with the permanent solution being to hook directly to the Village system once it is extended up North Street/CTH CS. At this time the cost to extend up North Street is prohibitive and the grinder pump is an acceptable solution.
  - b. Park Board – Chairman Davy Tomlinson
    - i. Timbers and chip material for the swings and slides area at Pauquette Park should be delivered later this week or early next week.
    - ii. Movies in the Park are scheduled to go.
  - c. Library - Kris Dougherty Librarian
    - i. The Library is very busy with many programs in progress and more planned
  - d. Public Works - Mike Paulcheck Director
    - i. There was a problem with the hot water line to the women’s restroom at the Library. Arlington Hardware will be making a repair later this week or early next.
    - ii. There was vandalism at the Waste Treatment Plant.
    - iii. Routine activities continue for the department.
  - e. Police Department - Chief Don White
    - i. The detour for CTH CS has been granted by the Columbia County Highway Department for the Village Street Dance on July 21, 2012.
    - ii. The effort to reduce the speed limit on STH 51 north continues. He is working with Wis. DOT and Columbia County.
    - iii. Researching how additional lighting for the ball diamonds continues.
    - iv. Minor damage to a door at the concession stand at the Sprinkle Park was reported.
    - v. With temperatures at the 100+ degree mark the Sprinkle Park is in constant use.
  - f. Trustees

Chapa - Sites are being identified for the installation of security cameras at Village facilities.  
- The newly installed electronic door lock system has problems that, according to a consultant, are inherent with this manufacturer’s product.

Hutchinson - The Fire District has requested an “H” with a circle around it be painted on the street adjacent to fire station to mark the landing site where the medical helicopter would land for emergency transports.
5. Consent Action
  - a. Approval of minutes from June 4 & 25 2012: Trustees Kaschinske/DeBoer motioned to approve, MC unanimous.
6. Board Action
  - a. Approval of vouchers: Trustees Kaschinske/Chapa motioned to approve, MC unanimous

- b. Discussion and action on Valley View Park.
  - i. Non-profits are not able to commit to staffing the concession stand. The Village Board added the responsibility for handling inventory at the stand to Barb Burns' similar duties at the Pauquette concession stand
  - ii. The Board identified the following as operating and staffing parameters for the concession stand
    - 1. Open a max of 4 hours per day from 10 a.m. to 2 p.m.
    - 2. Open 6 days per week Monday thru Saturday
    - 3. A person will be hired to operate the stand under the supervision of Village office staff
    - 4. The person will be paid minimum wage with no benefits
 Trustee Ross/Chapa motioned to adopt above rules. Carried not unanimous.
  - iii. Grand Opening for the sprinkle pad & concession stand will be held on July 13<sup>th</sup> at 6 p.m. with a dedication and ribbon cutting followed by Movies in the Park. The Village will supply refreshments.
    - 1. Hot Dogs and fixings . . . Trustee Chapa
    - 2. Fruit drink . . . . . Trustee Ross
    - 3. Advertising . . . . . President Burke
  - iv. The placement of vending machines will be handled by Parks Board Chair Davy Tomlinson
- c. Library Board appointments to fill open Village appointed seat.
  - i. Trustees Burke/Hutchinson motioned to appoint Ethan Bissett. Carried.
- d. Former Pauquette Pines club house and banquet hall
  - i. Trustee Chapa brought to the Board's attention that the building does not have an operating fire suppression system. There is no water pressure within the building and it is assumed that the water service supplying the system is turned off at the curb. Extensive conversation was held on this and how to address it. No one could identify when the Village had enforced fire code violations in the past. Trustee Hutchinson will take this to the next Fire Commission meeting to determine who has responsibility to enforce fire code infraction.
- 7. Convene in closed session per section 19.85(1)(c) of the Wisconsin Statutes to discuss and consider employment promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, for the purpose of reviewing applications received for the Village Administrator position.
  - a. Motion to go into closed session: Trustees Burke/Chapa: DeBoer-Yes Hutchinson-Yes Avery-Yes Burke-Yes Chapa-Yes Kaschinske-Yes Ross-Yes
  - b. Motion to go into open session: Trustees DeBoer/Avery Carried
- 8. Agenda items for next CoW agenda
  - a. Review of administrator hiring progress
  - b. Review contract with Johnson Block
  - c. Discussion on facilities operator position
  - d. Discussion of automated time reporting systems
- 9. Adjourned by President Burke at 9:04 p.m.

Andy Ross, Trustee  
 Minutes Approved on July 23, 2012