

## MINUTES

DATE: TUESDAY, AUGUST 2, 2022

TIME: 7:00 PM

PLACE: 345 West St, Arena, WI 53503

PURPOSE: REGULAR MONTHLY BOARD MEETING WITH THE FOLLOWING AGENDA:

1. **Call to Order at 7:01 p.m.**
2. **Roll Call:** Kate Reimann, Kathy Stoltz, Tami Erspamer, Melissa Bandell, Brittany Carney, Kristen Shea, Jim Doerflinger arrived at 7:03 p.m.
3. **Pledge of Allegiance**
4. Motion made by Bandell to **Approve August 2, 2022, agenda.** Seconded by Stoltz. Motion carried.
5. **Consent Agenda: *Items listed under consent agenda will be approved in one motion without discussion unless any Board member requests that an item be removed for individual discussion.***
  - a. **Approval of minutes from the July 5, 2022, Regular Board Meeting**
  - b. **Approval of monthly invoices and biweekly payroll**
  - c. **2022 Budget Calendar**

Motion made by Stoltz to approve the above consent agenda with a change of the Finance meeting to Sept. 20<sup>th</sup> at 6 p.m. on the budget calendar. Seconded by Erspamer. Motion carried.
6. **Public Comment – Please be advised per State Statue section 19.84(2), information will be received from the public; be further advised that there may limited discussion on the information received; however, no action will be taken under public comments. It is the policy of the Village that there is a two-minute time limit per person. Time extensions may be granted by the President. Please register your name on the sign-in sheet prior to the start of the meeting.** Monica Reeves wanted to thank the PW employees for getting the disc golf up and running again.
7. **SPEAKERS: Faith Fehlen, New Heights Lutheran Church, Regional Community Center “The Grove”** – New Heights purchased the Mazomanie Elementary School back in March which will hopefully be remodeling this fall, apply for WEDC grant, in 2023 potential childcare and in 2024 potential for senior housing rental. The Grove is the name of the facility and campus that will function as a community center. Hosted events will be affiliated with the group/individual hosting those programs. As such, New Heights will worship at The Grove. They have been brainstorming for ideas of what to do with space, would like to make a positive impact on the surrounding community– ideas were presented.  
**Sean Crook – Highway access for development:** Would like to start development in the back of the school which would include 11-13 lots. Potential for more develop with the agriculture land that is around it. Would like to have HWY access without a through street. The Village allowed the Cheese Factory to build close to the street access that was there, would like to see the village remove Stichter home for the street access. Ideas of other locations were discussed. Possible putting in a frontage road along the Hwy was brought up. Sean to discuss with DOT to see if this is an option.
8. **President’s Report**
9. **Monthly Maintenance Report**

## 10. Clerk/Treasurer Report

### 11. OLD BUSINESS:

- A. **Concession Stand Repair quote** - Received quote from Wicks to do the labor on the concession stand - \$9,217.87. To do the lower half estimated material cost of \$911.27 and to do the full stand \$2,115.07. Andy Bauer checked into getting ‘seconds’ on steel (minor dents) to make materials a little cheaper – if thirty sheets are available it would be approximately \$1200 savings. Currently have \$1,258.23 from fundraisers and additional \$1,995 from donations of Bandell & Reimann wages. Looking at having PW employees perform the labor. Motion made by Bandell to use donation and fundraising funds to repair the concession stand using ‘seconds’ as much as possible up to \$2,200. Seconded by Stoltz. Motion carried.
- B. **Arena Cemetery Board Agreement regarding mowing for Welcome sign placement** – Attorney wrote up the encroachment agreement for the Welcome sign placement/mowing. Clerk informed the board once again that verification of whether the sign was located on cemetery property was needed. DOT indicated no permit was issued and came out and measured and noted it was three feet onto the cemetery property. DOT recommending pulling a permit and moving the sign entirely onto DOT ROW and removing the static message board to comply with Wisconsin law and WisDOT policy. Unsure of exact cost to move the sign or if will be damaged during moving. The sign on the west side of Arena is on private property. Motion made by Erspamer to move the “Welcome to Arena” sign on the east side to the DOT ROW and remove the static message board. Seconded by Stoltz. Motion carried 5-2 with Shea and Doerflinger opposed.

### 12. NEW BUSINESS:

#### Discussion and possible action regarding reports from the following Committees:

### 13. Public Works

- A. **Park entrance signs** – Recommended placing \$500 in the 2023 budget to replace the “Arena Community Park” sign.
- B. **Village Edge Road Construction** – MSA memo indicated budgetary cost for the proposed project is approximately \$239,7780. Project costs could be reduced to \$225,000 with the elimination of the curb and gutter (between Meadow and Dalogasa Dr). The decision to do so should include input from maintenance staff. An approach to budget savings measures would be to bid the project with the curb and gutter as an alternative. With the Sewer & Well projects being advertised for bids at the same time to capture the potential cost savings of a larger volume of work, could add Village Edge Road for construction cost savings. The village had debt coming off in 2022 (\$22,000) and to keep the levy even, can do a street project. Motion made by Bandell to move forward with MSA’s recommendation on Village Edge Road from Hwy 14 to Sharon St, with alternate bids with and without curb and gutter, and to bid with other projects for an estimated \$239,780. Seconded by Doerflinger. Motion carried.
- C. **Street stop/yield signs** - Motion made by Shea to change two stop signs to yield signs on Williams & Washington St and change one yield sign to a stop sign on Williams and Willow St. Seconded by Erspamer. Motion carried.
- D. **Well#1 furnace quote** - Motion made by Shea to go with the Lennox model LF25-045A power vent, electronic ignition, gas unit heater, 45,000 BTU, 10-year heat exchanger warranty and a 1-year labor warranty from Thermo Dynamics in the amount of \$1,750. Seconded by Bandell. Motion carried.

### 14. Finance, Technology, Licensing

- A. Motion made by Stoltz to approve the **2021 Audit Report**. Seconded by Erspamer. Motion carried.
- B. Motion made by Stoltz to approve **Johnson Block 2022-2024 Service Agreement**. Seconded by Bandell. Motion carried.

### 15. Dane-Iowa/Wastewater

**16. Emergency Response**

**17. Fire/EMS**

**18. Personnel**

- A. Motion made by Doerflinger to approve the **Policy for Solicitation, Acceptance, and Distribution of Monetary Contributions and Real and Personal Property**. Seconded by Stoltz. Motion carried.

**19. Plan Commission**

- 20. Police – Report;** Chief reviewed benefits and uses of the new drone. Questions were asked of the Chief regarding the purchase of the drone. Indicated is using the Local Law Enforcement Agency Initiative grant of \$7,000 along with his budgeted \$5,000 in equipment. Is also writing for more grants for accessories and replace equipment budget. It was asked if could charge other communities for the use of the drone – indicated would not charge, works like mutual aid, when assistance is needed here, other municipalities help out. Question was asked if any of the funds for the tickets written for the grants comes back to the village – answer no. It is a 50/50 grant, and it pays for time and half per hour wage plus benefits for police personnel and the village pays fuel for it's share.

**21. Informational/Education**

- 22.** Motion made by Shea to **Adjourn**. Seconded by Erspamer. Motion carried at 8:39 p.m.