

## MINUTES

DATE: TUESDAY, OCTOBER 4, 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 7:06 p.m.
2. **Roll Call:** Kate Reimann, Melissa Bandell, Kathy Stoltz, Tami Erspamer, Kristen Shea, Brittany Carney arrived at 7:07 p.m.  
Absent: Jim Doerflinger
3. **Pledge of Allegiance**
4. Motion made by Bandell to **Approve October 4, 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 September 6, 2022 Regular Board Meeting**
  - b. **Approval of monthly invoices and biweekly payroll**  
Motion made by Stoltz to approve above consent agenda. Seconded by Shea. 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.**
7. **SPEAKERS: PUBLIC INFORMATION – Ehlers presentation on financial impact to the community on the improvements of the New Well #2 and Sanitary Sewer & Lift Station Upgrades – see attached presentation.**

- **MSA, Brad Stuczynski Andy Zimmer Review bids and Award Well Contractor**

	Sam's Well Drilling, Inc.	Midwest Well Service
Base Bid	\$288,625.00	\$506,252.00
Bid Alternate	\$345,925.00	\$521,620.00

The bid amount is 45% (\$89,100) higher than the engineer's estimate that was sent to Ehlers (Aug 2021) and the SDWLP application (June 2022). The main reasons for the higher-than-expected bid amount are due to 1) Design changes (during final design) – to account for flowing well conditions and reduce risk to the contractor 2) Current market conditions – well drillers are booked up and the cost of materials (steels, fuel, etc.) is high.

The bid alternate was a feasible, but different drilling method. Neither bidder preferred the bid alternate option.

The total project estimate that was sent to Ehlers (August 2021) was \$1.975 million. Given the final well bid results and current market conditions, MSA believes revising the project estimate is warranted. MSA now estimates a total project cost of \$2.382 million. (20.6% increase)

The Well#2 project qualified for 35% principal forgiveness and a low interest loan of 55% of the market rate. Based on the project budget noted above, the project is eligible for up to \$833,700 of PF. In August 2021 the PF was capped at \$500,000.

Motion made by Bandell to accept the bid of Sam's Well Drilling, Inc. for Well#2 in the amount of \$288,625.00. Seconded by Stoltz. Motion carried.

- **MSA, Andy Zimmer Village Edge Project Agreement** – Estimated at a cost of \$250,000 that includes engineering fees. Will put the curb from Dalogasa to Meadow as an alternate bid. Trail to be placed on the east side of the street. Railroad has been contacted for the extension of the trail/crossing. To do bidding of the Street, Sewer and wellhouse at the same time, bid awards in February 2023. Motion made by Bandell to accept MSA's Village Edge Project Agreement in the amount of \$30,000. Seconded by Stoltz. Motion carried.

**8. President's Report**

**9. Monthly Maintenance Report**

**10. Clerk/Treasurer Report: - Johnson Inspection Portal** – new way to apply and pay for building permits; **TIF audit report**

**11. OLD BUSINESS:**

**12. NEW BUSINESS:**

- A. **Trick or Treat day/hours** – Motion made by Carney to have Halloween Trick or Treat in the Village on Monday, October 31, 2022 from 4-7 p.m. Seconded by Bandell. Motion carried.
- B. **Connect Communities Program – possible Resolution #2022-09.** Noted not at this time.
- C. **CSM approval for Larry Anding property located at 510 Oak St** – Nick Jennings presented the CSM outlining the property lines. Given request for CSM, must have Village sign off on it. Motion made by Shea to approve CSM for Larry Anding property located at 510 Oak St. Seconded by Erspamer. Motion carried.

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

**13. Public Works**

- A. Motion made by Shea to **approve Water & Sewer 2023 Budgets as presented.** Seconded by Carney. Motion carried.
- B. **Possible recommendation on Welcome Sign message board placement.** Motion made by Shea to move the message boards from west & east side to the Water Tower property on Hwy 14 and place in a V-shape on Village property. Seconded by Carney. Motion carried.

**14. Finance, Technology, Licensing**

- A. **Review 2023 Budget Proposal:** Clerk indicated increase in tax levy of 3.69% due to loan for Village Edge project was higher than anticipated (\$30,000 vs \$20,000) and took full levy limit of \$9,444. Bandell explained the budget must sustain the two EMT's approved by the previous board on an ongoing basis. Changes included reducing police department hours to 80 hrs./wk. FT + 8hrs/mo. for PT. Offering a health stipend or health insurance of \$3,000/year per FT employee as a compensation package. Decreased attorney fees, cut \$7,350 from Public Works budget but did include a new skid steer on a lease program, funding crack/seal coating of the streets. Police to be getting a LEA grant to be used for \$3500 in fuel and \$3500 in equipment vs funding a FT police officer. Added \$1620 for building capital improvements. Currently do not have future PW vehicle needs – estimated cost \$80-100,000 per vehicle. Will need to consider moving some or all Public Fire Protection/hydrant rental to utility bills to help fund capital expenditures.
  - 1. **Public Safety recommendation – LEA \$7,000 grant to use for PT-FT 36 hrs./wk. at \$17/hr.**
  - 2. **Set Public Hearing date after November 8<sup>th</sup> Election.** Motion made by Stoltz to hold a Special Board Meeting for approval of budget on Tuesday, November 15, 2022, at 6 p.m. Seconded by Erspamer. Motion carried 5-1 with Carney opposed.
- B. Motion made by Stoltz to **approve the VFW lease agreement at 514 Willow St** with one change of the removal of the word 'sidewalk' under Removal of Debris. Seconded by Shea. Motion carried.

**15. Dane-Iowa/Wastewater**

**16. Emergency Response**

17. Fire/EMS
18. Personnel
19. Plan Commission
20. Police/Public Safety – Report
21. Informational/Education:
22. Motion made by Stoltz to **Adjourn**. Seconded by Shea. Motion carried at 8:37 p.m.