

MINUTES OF MEETING NOVEMBER 8, 2017

President Schreiner called the meeting to order at 6:30 p.m. Roll call was taken with all Trustees present except Trustee Buksa.

Visitors present were Pat Morrow of MSA, Tom Olson, Michael Head, Steve Mann, Dawn Metzger and Donald Watson of the Star News.

Moved by Bullis, seconded by Peterson to approve the minutes from the previous meeting as printed. Motion carried.

TREASURERS REPORT

Tax Account	\$ 140,114.85
General Fund	\$ 257,501.25
Water Operations Fund	\$ 101,475.97
Water Redemption Fund	\$ 21,468.44
Water Depreciation Fund	\$ 7,926.50
Water Equipment Replacement Fund	\$ 22,793.01
Sewer Operations Fund	\$ 152,727.41
Sewer Redemption Fund	\$ 82,694.78
Sewer Depreciation Fund	\$ 11,920.11
Sewer Equipment Replacement Fund	<u>\$ 49,002.52</u>
	\$ 847,624.84

GENERAL BILLS PAID OCTOBER, 2017

Check Number

-	Great West	200.00
7648	Xcel Energy	2,242.11
7649	Rib Lake Water & Sewer Utility	1,700.32
7650	Exxon Mobil	310.52
7651	Audrey Noland	166.58
7652	Danielle Noland	596.58
7653	Elizabeth Kauer	144.07
7654	Gary Polacek	444.98
7655	Robert Anderson	142.47
7656	SuAnn Johnson	320.45
7657	William Eisner	350.93
7658	Dorathy Nelson	25.00
7659	Bill Schreiner	19.26
7660	Medford Co-op	112.51
7661	Rent-A-Flash	27.35
7662	Stevens Tree Care	220.00

-	WI Dept. of Revenue	793.62
-	IRS	5,578.26
7663	Jerry's Computer	64.99
7664	Security Health Plan	3,102.63
-	WI Retirement System	2,002.10
7665	G & K Services	170.98
7666	Carquest	93.45
7667	Rib Lake True Value	199.87
7668	Christensen Services	300.00
7669	Advanced Disposal	2,351.98
7670	Jt. R.L. Area Fire Commission	3,400.00
7671	Cardmember Service	202.19
7672	Dan Koehler	405.15
7673	Dawn Swenson	1,096.79
7674	Gary Krueger	819.27
7675	Hunter Bernitt	1,029.21
7676	Krista Blomberg	367.34
7677	Tamara Blomberg	725.45
7678	Tammy Mann	147.13
7679	Thomas Olson	1,125.48
7680	Frontier	152.66
7681	Christmas for Kids	400.00
7682	Camp 28	600.00
-	Great West	200.00
7683	Steve Schreiner	25.00
7684	WI Dept. of Justice – Time	42.00
7685	3P Administrators	75.00
7686	Verizon	210.57
7687	Tina Weis	60.00
7688	Bauernfeind	32.76
7689	WI Dept. of Revenue	63.97
7690	Dan Koehler	275.75
7691	Dawn Swenson	1,096.79
7692	Gary Krueger	819.28
7693	Hunter Bernitt	1,016.82
7694	Krista Blomberg	392.28
7695	Tamara Blomberg	655.99

7696	Tammy Mann	235.68
7697	Thomas Olson	1,125.48
7698	Tom Olson	60.00
-	Great West	200.00

GENERAL RECEIPTS OCTOBER, 2017

Receipt Number

7247	Altar Metal Recycling	156.74
7248	Country Wireless	750.00
7249	State of WI	13,245.56
7250	Jennifer Hallstrand	20.00
7251	Customer Accts.	1,631.65
7252	Lakeview Park	1,055.75
7253	T.C. Treasurer	627.60
7254	Customer Accts.	1,221.10
7255	R.L. Homes, LLC	440.78
7256	T.C. Treasurer	300.00
7257	WI Dept. of Transportation	5,426.00
7258	Tina Weis	120.00
7259	Alter Metal Recycling	87.40
7260	Customer Accts.	1,971.22
7261	Customer Accts.	684.51
7262	Tom Olson	120.00
7263	Camp 28	727.71
7264	Lakeview Park	400.00
7265	Kim Kettleison	5.00

WATER BILLS PAID OCTOBER, 2017

Check Number

8626	WI Dept. of National Resources	50.00
8627	WRWA	400.00
8628	Public Service Commission of WI	160.84
8629	J.H. Larson	277.67
8630	Northern Lake Service	140.00
8631	AgSource	188.00
8632	Xcel Energy	418.06
8633	R.L. True Value	82.87
8634	Plunketts Pest Control, Inc.	42.00
8635	Central WI Publications	57.60

8636	C & D Lumber	34.80
8637	Environmental Improvement Fund	1,842.35

WATER RECEIPTS OCTOBER, 2017

Receipt Number

1648	Customer Accts.	4,481.32
1649	Customer Accts.	5,175.17
1650	Customer Accts.	8,368.14
1651	Customer Accts.	2,943.50

SEWER BILLS PAID OCTOBER, 2017

Check Number

4798	R.L. Water Utility	70.16
4799	Crane Engineering	4,231.50
4800	R.L. Sewer Redemption	16,710.00
4801	Black River Transport	1,500.00
4802	AgSource	702.00
4803	Xcel Energy	1,321.31
4804	R.L. True Value	24.03
4805	USA Bluebook	56.27
4806	Environmental Improvement Fund	2,462.65
4807	Cardmember Service	195.00
4808	Void	-
4809	Crane Engineering	87.95
4810	Cypher Electric, Inc.	60.12
4811	Verizon	21.93

SEWER RECEIPTS OCTOBER, 2017

Receipt Number

1417	Lg. of WI Municipalities	138.00
1418	Customer Accts.	12,807.30
1419	Customer Accts.	13,431.28
1420	Customer Accts.	24,834.03
1421	Customer	10.00
1422	Customer Accts.	7,580.14

Moved by Van Hecker, seconded by Tesch to accept the Treasurers Report as printed and pay all bills submitted. Motion carried.

Under citizens comments Steve Mann had zoning/building regulation questions for the Board regarding the Rustic Inn he recently purchased.

Pat Morrow of MSA was present and gave the following update on the Sewer Plant Project.

UPDATE ON WWTF CONSTRUCTION

Demolition of the Grit Tank. The tank has been completely removed, the peat that was located underneath it has been excavated and replaced with granular fill, and the site is being prepped for the AeroMod Slab. AeroMod slab will likely have to wait until spring.

Staab has poured the footings for the Blower & Filter Building, as well as the majority of the concrete for the interior tanks. The slab will be poured once the building envelope is constructed and insulated. The Grit tank has been removed, and the underlying peat (approximately 1 foot) has been excavated and replaced with compacted granular fill. This means that only a small portion of the \$21,000 allowance for excavation below subgrade was used. The water main has been directionally drilled, but not connected yet.

In preparation for pipe bursting, the intersection of Elm St. & Old State Road was excavated for placement of the temporary lift station. During the excavation, a Ductile Iron water main was discovered that was not shown on the plans or previously located. The watermain was not damaged, but required removal and capping prior to placement of the temporary lift station. This was the most cost effective solution compared to relocating the temporary lift station. This work was not in Staab's scope and payment for the extra work is warranted. The cost of this extra work should be less than \$5,000. We are waiting for a final price from Staab.

The next progress meeting will be held on 11/7/2017, and the near-term schedule will be discussed. Based on the cold weather we're experiencing now and in the forecast, Staab will most likely wait to pour the AeroMod slab until spring. Furthermore, the pipe bursting of the interceptor sewer is being pushed back until such time that we might have a warm spell yet this fall, or will occur in the spring or summer of next year.

Upcoming activities:

- Color selections on new Blower & Filter Building – ongoing
- Framing of Blower and Filter Building
- Pipe Bursting of interceptor sewer: TBD / As weather permits

UPDATE ON COLLECTION SYSTEM IMPROVEMENTS CONSTRUCTION

Visu Sewer and HydroKlean are nearly complete with this year's activities. A small amount of grouting and reconstruction of manhole benches remains to be completed. Lateral televising will occur in the spring.

WWTF PROJECT COST TRACKING – CHANGE ORDERS PENDING

There are currently change orders pending. A table (on file in the Clerk's Office) provides a summary of known change order items and their potential costs, where available.

PAY REQUEST #6 – STAAB CONSTRUCTION COMPANY (ACTION ITEM)

Staab has submitted Pay Request #6 in the amount of \$197,463.20. The Pay Request has been reviewed by Pat Morrow and Bill Andrus and is recommended for payment and approval by the Village. This brings the total amount billed by Staab to be \$1,087,233.20. This equates to 24% of the total construction contract amount.

PAY REQUEST #3 – VISU SEWER (NONE)

Visu Sewer is finalizing quantities and will submit Pay Request #3 for consideration at the Village's December meeting.

LAKE SHORE DRIVE LIFT STATION – PUMP MATE VS. STANDARD VALVE VAULT (ACTION ITEM)

During facility planning, the as-builts for the existing lift station and forcemain were not available. As a result, the decision was made to install a standard valve vault at Lakeshore Drive in order to avoid changing the elevation of the forcemain at the Lift Station and avoid impacts to the pumping rate of the existing pumps. However, the as-builts were recently found. Based upon the as-builts, it appears that an above-grade valve vault (called a "PumpMate") could be installed instead. The Pump Mate eliminates confined space entry, as the valves and piping is above grade in a heated enclosure. It also eliminates the need for dewatering and excavation of the valve vault, installation of interconnecting piping, restoration of the site, relocation of natural gas, and relocation of electrical. Staab is working on a proposal for the cost of this change. We anticipate that the change order would be deductive in nature and would not increase the project cost.

If the Village decides to pursue this route, MSA will need to confirm the pumpstation hydraulic design, now that forcemain as-builts have been located and available for evaluation. The estimated additional cost for MSA to do the hydraulic design and confirm the existing pumps operation, drafting, as well as additional administration and submittal review for the PumpMate is \$5,000. We would do the work on a T&M basis.

Moved by VanHecker, seconded by Peterson to approve an above grade valve vault (called a Pumpmate) instead of a standard valve vault. Motion carried. The Pumpmate eliminates confined space entry.

Moved by VanHecker, seconded by Tesch to approve pay request #6 from Staab Construction in the amount of \$197,463.20. Motion carried.

Moved by Peterson, seconded by Hanke to approve the purchase of some sewer laboratory equipment needed in the amount of \$2,610.74 which will be reimbursed through the WWTF Project under the miscellaneous budget item. Motion carried.

Moved by Tesch, seconded by Bullis to approve an additional cost of \$600.00 for the sewer plant blower room vent due to adding an epoxy paint finish. Motion carried.

Revisiting the garbage cart system approved at the previous month's meeting will be tabled until the December meeting.

Moved by Bullis, seconded by Tesch to increase the Police Chiefs hours from 24 per week to 32 effective Jan. 1, 2018. A roll call vote was taken with four members in favor, two members against and one member being absent. Motion carried. The additional 8 hours per week will cost approximately \$15,000.00 per year.

President Schreiner presented the proposed 2018 General Fund Budget for final review of the line item changes. The villages proposed tax levy of \$201,471 is a \$2,948 increase over last year's levy which is a 1.48% increase.

At 7:40 p.m. a public hearing for the 2018 General Fund Budget was held. There were no citizens with questions or comments regarding the budget. The hearing was closed.

Moved by Bullis, seconded by Peterson to approve and adopt the following 2018 General Fund Budget Summary. Motion carried.

2018 BUDGET SUMMARY VILLAGE OF RIB LAKE

EXPENDITURES:

General Government	145638
Public Safety	156100
Public Works	229076
Health & Human Services	8050
Culture & Recreation	67400
Conservation & Development	0
Capital Outlay	84000
Debt Service Principal	18656
Debt Service Interest	4906
Other Financing Uses	<u>0</u>
	713826

REVENUES:

Mobile Home Taxes	5000
Other Taxes	63750
Intergovernmental Revenue	360105
Licenses & Permits	4200
Fines & Penalties	200
Public Charges for Services	42300
Intergovernmental Charges	14300
Miscellaneous Revenue	1000
Special Assessments	0
Other Financing Sources	<u>21500</u>
	512355
Total Proposed Expenditures	713826
Total Proposed Revenues	<u>512355</u>
Amount required from 2017 Levy	201471

Trustee VanHecker recommends & moved to purchase a 2nd hand held meter reader for the approximate cost of \$450.00 due to 70% of all meters being wired now. The motion was seconded by Hanke and the motion was carried.

President Schreiner informed the Board of the completed appraisal of the Krist Mueller property which is available in the clerk's office for members to review.

The following resolution was presented:

RESOLUTION NO. 09/2017
2017 BUDGET AMENDMENT
VILLAGE OF RIB LAKE

A Resolution changing the 2017 Budget of the Village of Rib Lake, WI adopted by two-thirds majority vote of the entire membership of the Village Board.

BE IT RESOLVED by the Village Board of the Village of Rib Lake as follows:

That the amount of \$5,426.00 be hereby added to Proceeds from a Police Dept. Safety Equipment Grant and the following expenditures:

Public Safety (Police Dept.)	\$5,426
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Adopted November 8, 2017

Village President
William Schreiner

Approved November 8, 2017

Village Clerk
Dawn R. Swenson

Moved by Tesch, seconded by Peterson to approve and adopt the above resolution. Motion carried.

Moved by VanHecker, seconded by Tesch to approve renewal of the Security Health Insurance plan for the village employees. Motion carried. The premium decreased by 2.44% but the added village budget cost for the extra 8 hrs. per week for the police chief results in a 2.55% increase overall. The monthly premium will be \$7,440 in comparison to \$7,635 last year.

Trustee/Employee Reports:

VanHecker – Discussed an abandoned sewer line discovered east of Fayette & Kennedy that is producing a lot of infiltration that will have to be capped off; explained the HD Supply demo regarding handheld meter readers via drive by with truck for future consideration; public works dept. doing some wiring at the garage.

Bullis – Inquired if the Board wants monthly log reports from Chief of Police.

Tom Olson – Informed that the Lakeview Park shelter will need a new roof within 2 years.

Swenson – Questioned if the sewer jetting is being done to prevent back-ups and if grease traps are being inspected.

Dawn R. Swenson
Village Clerk