

MINUTES OF MEETING SEPTEMBER 12, 2018

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

Visitors present were: Pat Morrow of MSA, Tom Olson, Bob Christensen, Ken and Renee Norgaard, Jessica Mudgett of T.C. Housing Authority and Brian Wilson of the Star News.

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

TREASURERS REPORT

Tax Account	\$	144,478.27
General Fund	\$	468,383.56
Water Operations Fund	\$	129,475.42
Water Redemption Fund	\$	14,656.44
Water Depreciation Fund	\$	7,929.47
Water Equipment Replacement Fund	\$	22,810.06
Sewer Operations Fund	\$	163,754.87
Sewer Redemption Fund	\$	187,689.74
Sewer Depreciation Fund	\$	11,929.02
Sewer Equipment Replacement Fund	\$	<u>60,046.54</u>
	\$	1,211,153.39

GENERAL BILLS PAID AUGUST, 2018

Check Number

8187	Jeff Bartelt	\$60.00
8188	Taylor County	9,000.00
8189	Xcel Energy	1,660.04
8190	Share Corp.	303.26
8191	Superior Chemical Corp.	246.89
8192	Visionary Design Concepts	316.00
8193	Randy Thums Trucking	300.00
8194	J & P Auto	42.32
8195	Exxon Mobil	714.98
8196	Angelisa Leggett	167.39
8197	Audrey Noland	173.24
8198	Danielle Fornal	652.38
8199	Elizabeth Kauer	241.13

8200	Gary Polacek	1,432.11
8201	SuAnn Johnson	408.42
8202	William Eisner	357.86
8203	Yvonne Dassow	103.73
8204	Advanced Disposal	2,281.00
8205	Emergency Vehicle Systems	1,896.00
8206	Medford Co-op	144.20
8207	Dan Koehler	257.55
8208	Dawn Swenson	1,134.73
8209	Gary Krueger	1,030.38
8210	Hunter Bernitt	1,072.47
8211	Krista Blomberg	368.73
8212	Tamara Blomberg	708.56
8213	Tammy Mann	153.84
8214	Thomas Olson	1,120.60
-	WI DOR	697.42
-	Great West	200.00
-	IRS	2,507.78
-	WI Retirement System	1,579.26
8215	Great Northern Cabinetry	60.00
8216	Christensen Services	300.00
8217	Schmiege Graff Law	236.00
8218	Frontier	135.83
8219	Advanced Disposal	2,587.00
8220	C & D Lumber	1,351.94
8221	Miller-Bradford	50.03
8222	Taylor County	1,229.00
8223	R.L. True Value	274.23
8224	Security Health Plan	5,460.90
8225	Core & Main	570.49
8226	Superior Chemical Corp.	69.08
8227	Midway Steel	139.60
8228	Cintas	176.79

8229	CarQuest	45.15
8230	John Olynick, Inc.	4,073.70
8231	Phyliss Nordgren	60.00
8232	Deb Gojmerac	25.00
8233	Cardmember Service	900.42
8234	Steven's Tree Care	1,125.00
8235	Softline Data	403.75
8236	J & P Data	687.93
8237	Don Koehler	524.88
8238	Dawn Swenson	1,134.72
8239	Gary Krueger	1,062.02
8240	Hunter Bernitt	1,072.48
8241	Krista Blomberg	368.74
8242	Tamara Blomberg	698.55
8243	Tammy Mann	240.93
8244	Thomas Olson	1,120.60
8245	Auto Trim	479.00
-	Great West	200.00
8246	Debbie Gustafson	60.00
8247	Lakes Asphalt Maintenance	8,445.00
8248	J.J.'s Brush Cutting Service	260.00
-	IRS	1,900.84
8249	MannMade Pizza	51.30
8250	Dawn Swenson	183.06
8251	Verizon	210.21
8252	Chantell Kuhn	60.00
-	Nicolet National Bank	30.00
8253	Dan Koehler	414.04
8254	Dawn Swenson	1,134.73
8255	Gary Krueger	1,062.01
8256	Hunter Bernitt	1,072.46
8257	Krista Blomberg	400.43
8258	Tamara Blomberg	691.88

8259	Tammy Mann	60.31
8260	Thomas Olson	1,120.59

GENERAL RECEIPTS AUGUST, 2018

Receipt Number

7462	Void	-
7463	Customer Accts.	775.59
7464	Marge Kropp	10.50
7465	Jt. R.L. Area Fire Commission	8,514.25
7466	Rocky Jones	10.00
7467	American Legion	20.00
7468	AA Group	30.00
7469	R.L. Homes, LLC	449.26
7470	Customer Accts.	469.11
7471	Taylor County	83,174.86
7472	Lakeview Park	1,225.25
7473	Police Squad CD	6,500.00
7474	Judy Cihasky	14.00
7475	Dan Fliehs	66.50
7476	Customer Accts.	287.00
7477	Debbie Gustafson	120.00
7478	Rebecca Hopkins	52.50
7479	Lakeview Park	454.50
7480	R.L. Com. Dev. Foundation	100.00
7481	Mueller Property Partnership	100.00
7482	Tina Fuchs	120.00
7483	R.L. Health Care Services	30.00
7484	State of WI	2,029.98
7485	Marge Kropp	42.00
7486	Bob Kotche	16.45
7487	Amie Sindicic	20.00
7488	R.L. Sewer Utility	3,828.00
7489	Lakeview Park	216.00

WATER BILLS PAID AUGUST, 2018

Check Number

8703	USA Bluebook	39.02
8704	Hawkins, Inc.	318.50
8705	AgSource	321.94
8706	Northern Lake Service	155.00
8707	Plunketts Pest Control	35.00
8708	Xcel Energy	543.22
8709	Softline Data	403.75

WATER RECEIPTS AUGUST, 2018

Receipt Number

1693	Customer Accts.	990.74
1694	Customers	75.00
1695	Customer Accts.	724.87

SEWER BILLS PAID AUGUST, 2018

Check Number

4884	USA Bluebook	432.26
4885	AgSource	916.50
4886	R.L. Redemption Fund	16,710.00
4887	R.L. True Value	5.79
4888	Xcel Energy	1,437.40
4889	Softline Data	403.75
4890	Verizon	21.87
4891	R.L. General Fund	3,828.00

SEWER RECEPITS AUGUST, 2018

Receipt Number

1464	Customer Accts.	3,436.63
1465	Customer Accts.	2,173.56

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

Moved by Van Hecker, seconded by Tesch that the Clerk be instructed to renew the Sr. Center C.D. and St. Mach. C.D. for a year. Motion carried.

Citizen comments:

Renee Norgaard read off an entire page of her many comments relating to their overpaid personal property taxes that were never refunded to them. She is again requesting the refund of those taxes. She made strong accusations against President Bill Schreiner.

Ken Norgaard read off an entire page of his many comments that include his being upset with Brian Wilson and the Star News for lacking editorial courage. Ken also stated that he is offended by local businesses in Rib Lake that are not paying their fair share of taxes.

Pat Morrow from MSA presented the following update to the Sewer Plant Project:
AeroMod electrical items are nearly complete.

**WWTF, INTERCEPTOR & COLLECTION SYSTEM IMPROVEMENTS
UPDATE ON WWTF CONSTRUCTION**

Staab has continued to pour retaining wall sections, backfill the site near the Aeromod, and prep the site for construction of the grit pad. All underground/ yard piping has been installed and tested. Lakeshore Drive lift station work is complete. Van Ert has constructed the generator pad and set the generator. Xcel Energy was on site last week and is coordinating to make power available. Van Ert has been working in the electrical panels and on starters for the equipment in preparation for dry startup and I&C Field Testing / Demonstration activities planned for September 12th – 14th. System integrators will be on site beginning on September 10th.

Upcoming activities:

- Dry startup of the SCADA system and system integration scheduled for September 12th – 14th
- Preparation for and construction of the grit loading pad will continue this week.

CHANGE ORDERS – WWTF PROJECT

Change Order items that are pending include an additive cost item for the unexpected encounter with the water main at the intersection of Elm St. and Old State Road, providing additional sidewalk between the blower/filter building and retaining wall for ease of snow removal, manhole repair at Pine/Broadway, and replacing corroded guiderails at Lakeshore lift station with stainless steel guiderails – these have been discussed with the Village previously. Two new change order items for consideration and approval are the addition of guardrails around the grit pad and parking bollards at the generator and transformer locations. These items have been submitted to DNR for pre-approval and we do not anticipate any issues with DNR approval.

The table below summarizes the pending items for inclusion in the next official change order. Once the items in the table below are added to the contract amount, the net change to the overall contract amount will be +\$6,178, or 0.14% of the original contract amount. There are contingencies built into the contract and sewer rates are not impacted by these increases to the project costs.

Village of Rib Lake WWTF and Interceptor Improvements
Change Order No. 3 Itemization (ONGOING as of 09/07/2018)

<u>Item</u>	<u>No.</u>	<u>Add</u>	<u>Deduct</u>
Remove and Reinstall Watermain in conflict with temporary bypass pumpstation	CO-14	\$5,742.00	
Provide Additional Sidewalk adjacent to proposed sidewalk at Structure 500	CO-17	\$2,500.00	
Manhole repair @ Pine/Broadway	CO-18	TBD	
Replace guide rails at Lakeshore lift station	CO-20	\$1,200.00	
Add guardrails around grit pad perimeter	CO-21	\$14,812.00	

Add bollards at Transformer Pad and Generator Pad (may be slightly more due to painting)	CO-22	\$3,176.00	
Subtotals		\$27,430.00	\$0.00
Total Change Order Amount			\$27,430.00

PAY REQUEST #16 – STAAB CONSTRUCTION COMPANY (ACTION ITEM)

Staab has submitted Pay Request #16 in the amount of \$174,630.00. The Pay Request has been reviewed by Pat Morrow and Abby Meyer and is recommended for payment and approval by the Village. This brings the total amount billed by Staab to be \$3,784,900.30. This equates to 84% of the total construction contract amount.

Pat also discussed an issue of small stones getting in the piping during the connection to the fine screen which caused a solenoid valve to stick open allowing approximately 400,000 gallons of water to go through the plant.

The pay request from Staab Construction was presented to the Board. Moved by Van Hecker, seconded by Mann to approve pay request #16 from Staab Construction in the amount of \$174,630. Motion carried.

Jessica Mudgett, Executive Director of T.C. Housing Authority was present to inquire if the Village would be interested in having T.C. administrate their CDBG Housing Rehab program instead of NWRPC. She believes it would be beneficial to Village of Rib Lake clients that are interested in utilizing the funds to have a local contact in Medford in which to assist them with the paperwork. President Schreiner explained that we are in a contract with NWRPC through 2020 and wonders if it would be challenge to get it switched over and asked Jessica if she could initiate the request to NWRPC. President Schreiner asked the Board if they are in favor of having Jessica pursue the possibility with NWRPC if the administration could be transferred to T.C. The Board members did express being in favor of pursuing the transfer. Moved by Mann, seconded by Tesch to see if Jessica can move forward with transferring from NWRPC to Medford for the CDBG grant. Motion carried.

An Encroachment Easement relating to Great Northern Cabinetry was presented to the Board for review and consideration. Moved by Buksa, seconded by Bullis to approve the easement. Motion carried.

A draft agreement between Village & WisDOT regarding the alignment of the Hwy 102 access for the proposed General Dollar store was reviewed. Moved by Bullis, seconded by Buksa to accept and approve the agreement. Motion carried.

The following Zoning Ordinance was presented for consideration:

ORDINANCE # 01/2018

AN ORDINANCE TO AMEND THE VILLAGE OF RIB LAKE MASTER PLAN TO CHANGE THE ZONING CLASSIFICATION OF THE PROPERTIES DESCRIBED AS LOT 2 CSM 7-S/239 AND CLEARVIEW SUBDIVISION V RIB LAKE LOTS 4 AND 5, FROM R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT TO C-2 HIGHWAY COMMERCIAL DISTRICT

THE VILLAGE BOARD OF THE VILLAGE OF RIB LAKE, TAYLOR COUNTY,
WISCONSIN DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: The zoning classification of the properties described as Lot 2 CSM 7-S/239 and Clearview Subdivision V Rib Lake Lots 4 and 5, from R-1 Single-family residential district to C-2 Highway Commercial district.

The change for Lot 2 CSM 7-S/239 of this ordinance shall take effect upon passage and publication as provided by law.

SECTION 2: The change for Clearview Subdivision V Rib Lake Lots 4 and 5 will be effective when the sale of the properties is completed.

Submitted by: Village of Rib Lake Planning Commission

Vote taken and dates: _____

Village President's Signature, if approved:

ATTEST:

William Schreiner, President

Dawn Swenson, Village Clerk

Date of Village Clerk's Signature:

Moved by Mann, seconded by Buksa to approve and adopt the above ordinance. Motion carried.

The following Budget Amendment Resolutions were presented to the Board for consideration:

RESOLUTION NO. 06/2018

**2018 BUDGET AMENDMENT
VILLAGE OF RIB LAKE**

A Resolution changing the 2018 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 \$20,000.00 be hereby added to Proceeds from the State of WI for S.R.T.S. expense reimbursement and the following expenditures:

Planning (D.O.T. Invoice and other planning projects) \$20,000.00

Adopted September 12, 2018

Village President
William Schreiner

Approved September 12, 2018

Village Clerk
Dawn R. Swenson

Moved by Hanke, seconded by Buksa to approve and adopt the above Resolution #06/2018. Motion carried.

RESOLUTION NO. 07/2018

**2018 BUDGET AMENDMENT
VILLAGE OF RIB LAKE**

A Resolution changing the 2018 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 \$6,500.00 be hereby added to Proceeds from the Police Dept. Squad C.D. and the following expenditures:

Public Safety (Police Dept.) \$6,500.00

Adopted September 12, 2018

Village President
William Schreiner

Approved September 12, 2018

Village Clerk
Dawn R. Swenson

Moved by Bullis, seconded by Mann to approve and adopt the above Resolution #07/2018. Motion carried.

RESOLUTION NO. 08/2018

**2018 BUDGET AMENDMENT
VILLAGE OF RIB LAKE**

A Resolution changing the 2018 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 \$2,030.00 be hereby added to Proceeds from the State of WI DNR Grant and the following expenditures:

Public Safety (Fire Dept.)	\$2,030.00
----------------------------	------------

Adopted September 12, 2018

Village President
William Schreiner

Approved September 12, 2018

Village Clerk
Dawn R. Swenson

Moved by Buksa, seconded by Tesch to approve and adopt the above Resolution #08/2018. Motion carried.

A proposed ordinance rescinding and rewriting title 13.56.094 of the Village of Rib Lake municipal code pertaining to sewer laterals was reviewed. Moved by Mann, seconded by Buksa to table consideration of approval until further changes are included in the rewrite. Motion carried.

Moved by Van Hecker, seconded by Bullis to approve purchase of a chlorine gas alarm for the water plant for a price of \$2,584.32. Motion carried.

After hour use of the Library/Municipal Building was discussed. The library Director had inquired regarding the possibility of any liability in allowing the writers club or other activities to be held in the library during closed hours and no staff in attendance. Clerk Swenson had checked with the Village's insurance agent and he explained that this type of activity would not be a high risk activity and that the village has recreational immunity as well.

A social archiving proposal at an annual cost of approx. \$2,400.00 was discussed. It was moved by Buksa, seconded by Mann to decline the services of ArchiveSocial.com due to already having a contract with Kelley Anderson to administrate the website and facebook page for the Village. Motion carried.

A revised Cell Tower Lease was presented with an increase of \$25.00 per month rent fee to the Village. Moved by Buksa, seconded by Hanke to accept the revised agreement. Motion carried.

Trustee Reports:

VanHecker – Installation of a driveway with a curb cut will take place on backside of the former Desris building. Street committee and plan committee will have to discuss a request of elimination of two parking spaces in front of the former Hospice Building in order for installation of a driveway.

Schreiner - Water shutoff collars on Railroad St. need to be pounded down, need budget info from dept. heads and committee members a.s.a.p. Clerk and President recommends placing some capital improvement money into C.D.s.

Tesch - School hut will be placed near Lakeview Park parking lot; a few picnic tables will be loaned out to the Tim Olson benefit on Sat.

Bullis – Sept. & Oct. meetings to discuss fire dept. truck purchase in the next year.

Mann – Library received \$500.00 donation from Kerri Olson and United Health Group; profited almost \$700.00 from the bake sale; work experience program student working in library.

Moved by Tesch, seconded by Van Hecker to grant discretion to the Finance Committee for transferring appropriate capital outlay funds to C.D.s. Motion carried.

President Schreiner announced consideration of movement into closed session pursuant to Section 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Moved by Tesch, seconded by Bullis to go into closed session. A roll call vote was taken with all in favor. Motion carried.

Back in open session it was moved by Buksa, seconded by Tesch to grant a 2% wage increase to the following employees effective Jan. 1st, 2019. Motion carried.

<u>Employee</u>	<u>Increase</u>	<u>Wage</u>
Dawn Swenson (Salary)	\$978.00	\$49,893.00
Tom Olson (Salary)	\$849.00	\$43,264.00
Hunter Bernitt	.40¢ per hr.	\$20.29

Daniel Kohler	.36¢ per hr.	\$18.52
Gary Polacek	.27¢ per hr.	\$13.79
Tammy Mann	.28¢ per hr.	\$14.25
Suann Johnson	.17¢ per hr.	\$ 8.74
Angelisa Leggett	.19¢ per hr.	\$ 9.73
Election Officials	.18¢ per hr.	\$ 9.11

Moved by Mann, seconded by Buksa to adjourn the meeting at 8:55 p.m.

Motion carried.

Dawn Swenson
Village Clerk