

MINUTES OF MEETING NOVEMBER 14, 2018

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

Visitors present were: Pat Morrow of MSA, Tom Olson, Ken and Renee Norgaard, Michael Head and Don Watson 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	\$	144,562.79
General Fund	\$	261,651.87
Water Operations Fund	\$	163,467.07
Water Redemption Fund	\$	14,660.09
Water Depreciation Fund	\$	7,930.46
Water Equipment Replacement Fund	\$	22,815.75
Sewer Operations Fund	\$	158,438.85
Sewer Redemption Fund	\$	187,734.75
Sewer Depreciation Fund	\$	11,931.99
Sewer Equipment Replacement Fund	\$	<u>60,081.67</u>
	\$	1,033,275.29

GENERAL BILLS PAID OCTOBER, 2018

Check Number

8323	Xcel Energy	2,448.93
8324	R.L. Water & Sewer Utility	1,716.81
8325	Jt. R.L. Area Fire Commission	3,625.00
8326	WI SCTF	478.13
8327	Visionary Design Concepts	125.00
8328	Ed's Auto Body	200.00
8329	Exxon Mobil	288.41
8330	Tina Fuchs	60.00
8331	Angelisa Leggett	88.09
8332	Audrey Noland	173.24
8333	Danielle Fornal	524.64
8334	Elizabeth Kauer	180.27
8335	Gary Polacek	682.70
8336	SuAnn Johnson	372.85
8337	William Eisner	318.60
8338	Medford Co-op	210.33

8339	Graphic House	58.03
-	WI Dept. of Revenue	758.09
-	IRS	2,025.82
-	IRS	427.48
-	WI Retirement System	1,602.68
8340	Security Health Plan	8,801.95
8341	Advanced Disposal	2,587.00
8342	Jerrys Computer	83.11
8343	Division of Unemployment	3.82
8344	Schmiege & Graff Law Office	393.00
8345	Cemetery Law Office	500.00
8346	3P Administrators	150.00
8347	Frontier	136.34
8348	Cintas	176.79
8349	R.L. True Value	146.10
8350	C & D Lumber	12.90
8351	WI Dept. of Revenue	69.96
8352	Medford Co-op	249.97
8353	Dan Koehler	342.82
8354	Dawn Swenson	1,139.72
8355	Gary Krueger	907.49
8356	Hunter Bernitt	1,077.49
8357	Krista Blomberg	392.51
8358	Tamara Blomberg	668.52
8359	Tammy Mann	153.84
8360	Thomas Olson	1,124.61
8361	WI SCTF	478.13
8362	Christmas for Kids	400.00
8363	CarQuest	64.98
-	Great West	200.00
8364	Amber Olson	60.00
-	IRS	1,894.72
8365	Dan Koehler	25.00
8366	Cardmember Service	634.34
8367	WI Dept. of Justice – Time	48.00
8368	J.H. Larson	375.53
8369	Gerstberger Florist	42.00

8370	Verizon	248.80
8371	Bauernfeind	38.31
8372	Dan Koehler	399.99
8373	Dawn Swenson	1,139.71
8374	Gary Krueger	907.47
8375	Hunter Bernitt	1,077.49
8376	Krista Blomberg	360.81
8377	Tamara Blomberg	661.85
8378	Tammy Mann	153.84
8379	Thomas Olson	1,124.61
8380	WI SCTF	478.13
-	Great West	200.00
-	IRS	1,906.12

GENERAL RECEIPTS OCTOBER, 2018

Receipt Number

7507	State of WI	11,921.02
7508	Hollie Harvey	10.00
7509	Hanke's Little Bohemia	20.00
7510	Jeanne Glenzer	75.00
7511	Customer Accts.	1,358.65
7512	Bob Carpenter	19.25
7513	Dan Koehler	75.00
7514	Amber Olson	120.00
7515	T.C. Treasurer	634.23
7516	Customer Accts.	1,608.08
7517	Customer Accts.	915.34
7518	Randy Ewoldt	21.00
7519	R.L. Water Inn	231.30
7520	State of WI	160.00
7521	Customer Accts.	1,477.24
7522	Great Norther Cabinetry	285.00
7523	Lakeview Park	440.00
7524	Customer Accts.	609.57

WATER BILLS PAID OCTOBER, 2018

Check Number

8718	AgSource	196.00
8719	PSC	171.44

8720	Central WI Publications	38.25
8721	Xcel Energy	474.57
8722	R.L. True Value	49.91
8723	WI Environmental Improvement Fund	1,701.87

WATER RECEIPTS OCTOBER, 2018

Receipt Number

1699	Customer Accts.	7,125.57
1700	David Gebauer	25.00
1701	Customer Accts.	4,969.89
1702	Customer Accts.	3,576.43
1703	Customer Accts.	5,373.83
1704	Customer Accts.	3,898.67

SEWER BILLS PAID OCTOBER, 2018

Check Number

4903	R.L. Water Utility	2,097.06
4904	Sewer Redemption Fund	16,710.00
4905	AgSource	786.00
4906	Xcel Energy	1,319.85
4907	R.L. True Value	27.96
4908	WI Environmental Improvement Fund	2,298.98
4909	Hawkins, Inc.	3,454.66
4910	Verizon	99.37

SEWER RECEIPTS OCTOBER, 2018

Receipt Number

1470	Customer Accts.	15,351.70
1471	Northside Café	150.00
1472	Customer Accts.	13,876.48
1473	Customer Accts.	10,262.68
1474	Customer Accts.	15,988.83
1475	Customer Accts.	11,015.56

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

Under citizens input both Renee and Ken Norgaard were present to again express their opinion of the clerk's minutes being inaccurate and also to express their 1st amendment rights. Trustee Bullis stated that he approved both sets of meeting minutes and found no inaccuracies.

Pat Morrow from MSA was present with the following update on the Sewer Plant Project:

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

Staab has continued to pour sidewalk and excavate and backfill the site surrounding the Aeromod. All sidewalk has now been poured. The existing package plant was drained and interior demolition completed, followed by cleaning and inspection. The tank was in excellent condition and no repairs to the tank were necessary, so the \$20,000 tank repair allowance was not needed for tank repairs. However, a large amount of grit (in excess of five feet) was present in the digester portion and is above and beyond what would have been reasonably expected for Staab to have to remove. Discussions with Staab and DNR have indicated that the DNR is supportive of using some of the \$20,000 tank repair allowance to offset a portion of the costs that Staab incurred for removal and disposal of the excessive amount of grit, as well as the additional sludge that had to be hauled from the basins since the sludge wasting airlift pump was no longer functional in the package plant. MSA and DNR are working to develop a reasonable cost to reimburse Staab, and will forward this to the Village for consideration when complete.

The new base slab has been poured in the sludge storage tank and course bubble aeration equipment is now installed. Aeration startup in the sludge storage tank will occur on 11/12/2018. System integrators have been on site to coordinate startups and training of Village operators on the new equipment and SCADA, as well as to tweak programming of the new system. Troubleshooting will be ongoing in the coming weeks. Asphalt pavers are shutting down their plants in the near future and will return in the spring to pave the driveway at the WWTF.

Upcoming activities:

Excavation and backfilling is ongoing.

Aero Mod and Automatic Systems troubleshooting is taking place to fine-tune programming of the new SCADA.

Driveway paving will be completed next spring. Revised pricing will be requested from Staab for paving the additional driveways.

CHANGE ORDERS – WWTF PROJECT

The items in the table below are all items that have been discussed with the Village previously and have received pre-approval from DNR. Change Order No. 3, which is being recommended for approval, addresses all these items. Once the items in the table below are added to the contract amount, the net change to the overall contract amount will be +\$8,824, or 0.20% 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 10/05/2018)

Item	Staab I.D.		
	No.	Add	Deduct
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	\$705.00	

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 (plastic coated)	CO-22	\$2,344.00	
Widen driveway from 12-foot to 15-foot	CO-23	\$863.00	
Add handrails at Aeromod wall	CO-24	\$610.00	
Add sidewalk between lab building and blower/filter building	CO-25	\$578.00	
Extend quick connect for grit pad	CO-26	\$722.00	
Subtotals		\$30,076.00	\$0.00
Total Change Order Amount			\$30,076.00

PAY REQUEST #18 – STAAB CONSTRUCTION COMPANY (ACTION ITEM)

Staab has submitted Pay Request #18 in the amount of \$229,189.00. 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 \$4,170,603.30. This equates to almost 93% of the total construction contract amount.

WETLAND DELINEATION PROJECT

Due to the inclement weather experienced across the northern part of the state this fall that delayed field work across the company, Mark is a little behind on the delineation report for Tannery Creek. He is striving to have it completed in time for the Village Board Meeting. Once completed, MSA will meet internally with key individuals from our Park and Recreation, Funding, Municipal, and Wastewater Communities of Practice to brainstorm possible improvements and approaches for funding those improvements.

The pay request from Staab Construction was presented to the Board. Moved by Tesch, seconded by Mann to approve pay request #18 from Staab Construction in the amount of \$229,189. Motion carried.

Moved by Buksa, seconded by Bullis to approve change order #3 in the amount of \$30,076.00 with regards to the WWTF project as detailed in the above update. Motion carried.

Applications for Special Class B Picnic Licenses by R.L. Fish & Game and Knights of Columbus were presented to the Board. Moved by Buksa, seconded by Hanke to accept the applications and grant the licenses. Motion carried.

Applications for temporary Operators Licenses by Gary Polacek and Paul Quednow were presented to the Board. Moved by Buksa, seconded by Mann to accept the applications and grant the licenses. Motion carried.

Moved by Tesch, seconded by Mann to approve the appointment of LuAnne Yanko to fill the vacancy on the Plan Commission. Motion carried.

Moved by Bullis, seconded by Mann to approve the termination of an easement related to the Mueller property being purchased by the Dollar General as requested by Dollar General. Motion carried.

A request by Chris Michaels of the D.O.T. for the Dollar General to have a 2nd driveway coming off from Maple Court was discussed. Moved by Hanke,

seconded by Tesch not to agree to a driveway off from Maple Court onto Dollar General parking lot. Motion carried.

A 3 year contract renewal from Hawkins Ash CPAs was presented for consideration by the Board. Moved by Buksa, seconded by Bullis to approve the renewal. Motion carried.

President Schreiner presented the proposed 2019 General Fund Budget for final review. The villages proposed tax levy of \$194,269 is a decrease of \$6,306 compared to the previous year levy which is a 3.14% decrease.

At 7:30 p.m. a public hearing for the 2019 General Fund Budget was held. There were no citizens with questions or comments regarding the budget. Moved by Mann, seconded by Tesch that the hearing be closed. Motion carried.

Moved by Tesch , seconded by Bullis to approve using a prior year unused levy limit to increase the 2019 allowable levy by \$412.00. Motion carried.

Moved by Tesch, seconded by Mann to approve and adopt the following 2019 General Fund Budget Summary and levy of \$194,269. Motion carried.

2019 BUDGET SUMMARY VILLAGE OF RIB LAKE

EXPENDITURES:

General Government	142957
Public Safety	169674
Public Works	230208
Health & Human Services	7800
Culture & Recreation	64435
Conservation & Development	0
Capital Outlay	90000
Debt Service Principal	13966
Debt Service Interest	4430
Other Financing Uses	<u>0</u>
	723470

REVENUES:

Mobile Home Taxes	4000
Other Taxes	64750
Intergovernmental Revenue	357991
Licenses & Permits	4940
Fines & Penalties	200
Public Charges for Services	43270
Intergovernmental Charges	25050
Miscellaneous Revenue	1500
Special Assessments	0

Other Financing Sources	<u>27500</u>
	529201
Total Proposed Expenditures	723470
Total Proposed Revenues	<u>529201</u>
Amount required from 2018 Levy	194269

The Board discussed consideration of renewal of the employees Security Health Insurance Plan. Moved by Tesch, seconded by Bullis to approve renewal of the Security Health Insurance Plan for their eligible employees at a premium increase of 1.98% over last year's rates and also to increase the employee's share of the premium from 10% to 15%. Motion carried. The new monthly premium will be \$6,902 compared to \$6,771 currently.

Trustee/Employee Reports:

Bullis – Reported 3 street lights out on main-street; Fire Dept. met with 3rd company regarding purchase of a firetruck in 2019 and are waiting on proposals from 2 of the 3 companies yet.

Buksa – Reported that R.L. Dev. Fnd. is working on a design and plan to replace the Rib Lake sign out on Hwy 102.

Schreiner – Reported on issue of electronic message board not working due to faulty wire that will need to be replaced for the 2nd time.

Olson – Informed board of the need for a new furnace at Water Plant Well House #1 that went out; Street patching and curb work was completed; New sander is working good and cylinder has been replaced on the plow truck.

President Schreiner announced consideration of movement into closed session pursuant to Section 1985 (1)(g) of the WI Statutes, conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Moved by Bullis, seconded by Buksa to go into closed session. Roll call vote was taken with all in favor. Motion carried.

Back in open session it was moved by Mann, seconded by Bullis to adjourn the meeting at 8:35 p.m. Motion carried.

Dawn R. Swenson
Village Clerk

