

MINUTES OF MEETING JUNE 12, 2019

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, Hal Swenson, Bill Barnes, Dan Koehler, Tammy Everson, Michael Head, Ruthann Koch 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 | \$ | 136,589.01 |
| General Fund | \$ | 458,848.56 |
| Water Operations Fund | \$ | 160,814.27 |
| Water Redemption Fund | \$ | 14,012.30 |
| Water Depreciation Fund | \$ | 7,932.44 |
| Water Equipment Replacement Fund | \$ | 22,827.13 |
| Sewer Operations Fund | \$ | 138,860.43 |
| Sewer Redemption Fund | \$ | 169,610.31 |
| Sewer Depreciation Fund | \$ | 11,937.94 |
| Sewer Equipment Replacement Fund | <u>\$</u> | <u>112,422.82</u> |
| | \$ | 1,233,855.21 |

GENERAL BILLS PAID MAY, 2019

Check Number

| | | |
|------|-------------------------------|----------|
| 8708 | Xcel Energy | 2,622.94 |
| 8709 | Exxon Mobil | 297.89 |
| 8710 | T.C. Highway Dept. | 120.90 |
| 8711 | Sams Club | 85.00 |
| 8712 | Fire & Safety Equipment, Inc. | 660.85 |
| 8713 | Audrey Noland | 210.08 |
| 8714 | Danielle Fornal | 539.38 |
| 8715 | Elizabeth Kauer | 181.43 |
| 8716 | Judy Cihasky | 134.61 |
| 8717 | Luanne Yanko | 130.40 |
| 8718 | SuAnn Johnson | 339.06 |
| 8719 | Tammy Mann | 117.22 |
| 8720 | Virginia Carpenter | 121.99 |
| 8721 | William Eisner | 330.16 |
| - | WI DOR | 547.01 |

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|------|-----------------------------|-----------|
| - | IRS | 380.62 |
| 8722 | Medford Co-op | 266.00 |
| 8723 | Schmiege Graff Law Office | 370.50 |
| 8724 | Frontier | 139.84 |
| 8725 | Unemployment Ins. | 6.22 |
| 8726 | Advanced Disposal | 2,680.56 |
| 8727 | Central WI Publications | 306.86 |
| 8728 | Fourmens Farm Home | 20.69 |
| 8729 | C & D Lumber | 13.50 |
| 8730 | R.L. School District | 1,754.00 |
| - | WI Retirement System | 1,605.20 |
| 8731 | Medical Reimbursement Acct. | 15,000.00 |
| 8733 | Christensen Services | 300.00 |
| 8734 | R.L. True Value | 37.73 |
| 8735 | Daniel Kohler | 450.51 |
| 8736 | Dawn Swenson | 1,131.93 |
| 8737 | Hunter Bernitt | 1,063.79 |
| 8738 | Krista Blomberg | 566.08 |
| 8739 | Tamara Blomberg | 783.98 |
| 8740 | Tammy Mann | 154.24 |
| 8741 | Thomas Olson | 1,111.97 |
| 8742 | Cintas | 163.61 |
| - | Great West | 200.00 |
| - | IRS | 1,570.98 |
| 8743 | Jerrys Computer | 64.99 |
| 8744 | Carquest | 311.82 |
| 8745 | Cardmember Service | 659.99 |
| 8746 | Freudenthal | 3.50 |
| 8747 | Verizon | 248.54 |
| 8748 | R.L. Fireworks | 1,500.00 |
| 8749 | Freudenthal | 3.50 |
| 8750 | T.C. Health Dept. | 275.00 |
| 8751 | Office Depot | 91.04 |
| 8752 | Dawn Swenson | 103.07 |

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|------|-------------------------|----------|
| 8783 | Robert Irwin | 2,900.00 |
| 8754 | William Schreiner | 30.00 |
| 8755 | Russ Bullis | 30.00 |
| 8756 | George Tesch | 30.00 |
| 8757 | Vernell VanHecker | 30.00 |
| 8758 | Daniel Koehler | 486.38 |
| 8759 | Dawn Swenson | 1,131.95 |
| 8760 | Hunter Bernitt | 1,063.79 |
| 8761 | Krista Blomberg | 434.87 |
| 8762 | Tamara Blomberg | 757.06 |
| 8763 | Tammy Mann | 277.98 |
| 8764 | Thomas Olson | 1,111.97 |
| - | Great West | 200.00 |
| 8765 | Heather Reissner | 60.00 |
| 8766 | Fish & Fun Landowners | 25.00 |
| 8767 | Werner Sales & Service | 1,260.00 |
| 8768 | Freudenthal Mfg. | 251.40 |
| 8769 | Superior Chemical Corp. | 344.26 |
| - | IRS | 1,555.90 |

GENERAL RECEIPTS MAY, 2019

Receipt Number

| | | |
|------|--------------------|----------|
| 7619 | Camp 28 | 31.75 |
| 7620 | Northside Café | 50.00 |
| 7621 | Lutheran Church | 25.00 |
| 7622 | Little Rib Storage | 25.00 |
| 7623 | Mary Ewoldt | 120.00 |
| 7624 | Rib Lake Hardware | 103.80 |
| 7625 | State of WI | 1,602.13 |
| 7626 | State of WI | 229.11 |
| 7627 | Void | - |
| 7628 | Stratford Sign Co. | 20.00 |
| 7629 | Ned Orthmann | 35.00 |
| 7630 | Michael Parkhurst | 10.50 |
| 7631 | R.L. Homes | 327.95 |

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|------|-----------------------------|--------|
| 7632 | Customer Accts. | 721.36 |
| 7633 | Rollie Thums | 50.00 |
| 7634 | School Dist. of Rib Lake | 600.00 |
| 7635 | Ice Age Committee | 10.00 |
| 7636 | R.L. Homes | 270.00 |
| 7637 | Kathryn Holmes | 20.00 |
| 7638 | Customers | 367.38 |
| 7639 | Gr. Northern Cabinetry | 250.00 |
| 7640 | Sandra Betz | 20.00 |
| 7641 | Lester & Delores Safemaster | 40.00 |
| 7642 | Lana Thums | 75.00 |
| 7643 | Camp 28 | 125.00 |
| 7644 | American Legion | 12.00 |
| 7645 | R.L. Health Services | 50.00 |
| 7646 | Customer Accts. | 159.24 |
| 7647 | Robert Bucki | 10.00 |
| 7648 | Sheila Schneider | 90.00 |
| 7649 | Tammy Mann & Dawn Swenson | 85.00 |
| 7650 | T.C. Treasurer | 300.00 |
| 7651 | Lakeview Park | 792.25 |
| 7652 | Lisa Schreiner | 120.00 |
| 7653 | Tannery Creek Parkway | 65.25 |
| 7654 | R.L. Homes, LLC | 330.15 |

WATER BILLS PAID MAY, 2019

Check Number

| | | |
|------|-------------------------|--------|
| 8772 | Fire & Safety Equipment | 12.50 |
| 8773 | AgSource | 254.50 |
| 8774 | Xcel Energy | 591.57 |
| 8775 | Plunketts Pest Control | 35.00 |

WATER RECEIPTS MAY, 2019

Receipt Number

| | | |
|------|-----------------|----------|
| 1728 | Customer Accts. | 2,169.19 |
| 1729 | Customers | 100.00 |
| 1730 | Customer Accts. | 715.58 |

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| 1731 | Traci Kutzke | 25.00 |
| 1732 | Customer Accts. | 196.73 |

SEWER BILLS PAID MAY, 2019

Check Number

| | | |
|------|-------------------------|----------|
| 4961 | Fire & Safety Equipment | 75.89 |
| 4962 | Dan Koehler | 88.00 |
| 4963 | Hunter Bernitt | 60.00 |
| 4964 | AgSource | 855.25 |
| 4965 | R.L. True Value | 48.45 |
| 4966 | Xcel Energy | 1,978.03 |
| 4967 | Verizon | 764.28 |
| 4968 | R.L. Roller Mills | 438.75 |

SEWER RECEIPTS MAY, 2019

Receipt Number

| | | |
|------|------------------|----------|
| 1498 | Clean Water Fund | 1,029.50 |
| 1499 | Customer Accts. | 5,642.05 |
| 1500 | Customer Accts. | 2,622.73 |
| 1501 | Customer Accts. | 1,502.96 |

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

There were no comments from the citizens that were present.

Pat Morrow of MSA presented the following update regarding the Sewer Plant project.

AEROMOD demonstrated how to clean pipes between the third stage aeration basin and final clarifier during the 6-month start up review.

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

Staab has been back to the site this spring and begun wrapping things up, including asphalt paving two driveways at the WWTF and the area around the Ella St manhole. In addition, startup, training, and 6-month startup review meetings have been completed. MSA is nearly complete with the O&M Manual and Record Drawings are in progress.

Automatic Systems has continued to assist with minor changes to the Plant SCADA system and reporting software. MSA has also been monitoring the WWTF performance and checking in remotely via the SCADA system and communicating with Dan Kohler and Tom Olson. Continued efforts include optimizing various processes, training, and troubleshooting. Recent events include assessment of one of the digested sludge pumps (Pump A), working on the Fan Motor/HVAC system in the Blower & Filter Building, and updating the control system pertaining to automating the sludge storage tank blowers.

MSA has been in contact with Tom Olson and Vernell Van Hecker regarding the purchase of other equipment items that were included in the project budget's "Miscellaneous" category. Currently, MSA is working with the DNR regarding the possibility of having a new dual axle, ¾ ton dump truck added

to the project as an eligible expense instead of a Vactor-type sewer truck. MSA recently worked with Tom Olson to present the anticipated use of the new truck across the sewer, water, and other Village departments at a 75% Sewer / 25% Water usage split. DNR has approved this proposal. The Village will need to get three quotes for the truck, since it is greater than \$50,000. We are also still awaiting DNR approval some of the other miscellaneous equipment and improvement items, namely the gas-powered chop saw, and the re-roof of the lab building.

Upcoming items for this month include:

- Touch-ups with site restoration as needed

- Staab is currently on track to meet the Final Completion Deadline of June 30, 2019

FISCAL SUSTAINABILITY PLAN, GIS / COLLECTION SYSTEM ASSET MANAGEMENT

The Village received two tablets which they will use to maintain the GIS system. MSA set up the tablets and trained Tom Olson, Dawn Swenson, and Hunter Bernitt regarding tablet use for both field and office GIS applications. MSA is nearly complete with the Fiscal Sustainability Plan (FSP), which is a requirement of the Clean Water Fund Loan program. Included in this effort is updating the GIS system to include pipe condition ratings, and consequence of pipe failure ratings that were determined as a part of the FSP.

PAY REQUEST NO. 22 – STAAB CONSTRUCTION COMPANY (ACTION ITEM)

Staab submitted pay request No. 22 in the amount of \$24,100, which brings the total amount billed by Staab Construction to \$4,335,046.00. This equates to approximately 96.6% of the current total construction contract amount, and will bring Staab to full payment on the project, excluding retainage in the amount of \$112,395.00, which will be held until final completion is granted on June 30, 2019.

CHANGE ORDER DISCUSSION - STAAB CONSTRUCTION (POSSIBLE ACTION ITEM)

There will be an Allowance Adjusting Change Order that will be processed as part of the final pay request, which would be processed at the July or August Village Board meeting. This allowance adjustment is currently scheduled to be a *decrease* to the contract with Staab in the amount of \$48,382. There is also a change order under consideration for insulating the blower discharge piping in the new Blower Building to help reduce the heat loads to that room. The DNR has approved the change order, which would be an added cost of \$2,961.00.

OPEN HOUSE, PROJECT CELEBRATION AT WWTF

I would like to do a project completion celebration / ribbon cutting / open house sometime in July or August as schedules allow. This would not take place on a typical Village Board meeting evening. This would be an informal affair, where I and a couple other MSA folks would fire up the grill and cook for the Village Board and public works / operations staff. We'd also invite Staab Construction and the WDNR to participate. I envision that we could do the grilling at the park, or at the Village Hall, and then follow up with a brief tour of the WWTF. We can talk details and preferences at the meeting!

The pay request from Staab Construction was presented to the Board. Moved by VanHecker, seconded by Bullis to approve pay request #22 from Staab Construction in the amount of \$24,100.00. Motion carried.

The Change Order for adding insulation to the blower piping in the amount of \$2,991 was discussed and recommended by Pat Morrow. Moved by VanHecker, seconded by Mann to approve. Motion carried.

President Schreiner introduced the Village's Insurance Agent Bill Barnes who was invited to explain to the Board members and citizens the village's governmental immunity with regards to the recent property damage to two homes resulting from thawing water services at a neighboring house. Bill Barnes explained that residents logically think that the Village is responsible but

municipal law grants the Village protection under 893.80 for municipal governmental immunity. Attorney Ruthann Koch was also present to remind the Board of the Public Purpose Doctrine law when being asked by residents to pay for such damages out of village pockets. Her advice to the Village Board is not to use discretionary authority to use public funds to pay for damages that they are immune from and are not liable for.

Moved by Tesch, seconded by VanHecker to disallow the claims from homeowners Mr. Zondlo and Mrs. Walbeck as recommended by Statewide Services, Inc. as their investigation revealed that the Village was not negligent and WI Statute 983.80 affords the Village discretionary immunity while performing their governmental duties. Motion carried.

A proposal from Lane Tank for inspection of the Water Tower at a cost of \$1,350.00 was presented to the Board by Dan Koehler. Moved by Bullis, seconded by Mann to accept the proposal. Motion carried.

Employee Dan Koehler presented the 2018 Annual Water Consumer Confidence Report for the Boards review. Moved by VanHecker, seconded by Tesch to approve the report and submittal to the DNR. Motion carried. The report is available on the village's website and upon request at the Village Hall. The direct link to the report on the website is:

<https://www.riblakewisconsin.com/2018-rlcc-water-report/>

The Sewer Compliance Maintenance Annual Report (CMAR) was also presented by Dan Koehler and reviewed by the Board. Moved by Bullis, seconded by VanHecker to adopt the **CMAR Resolution #05/2019** approving the 2018 Sewer Compliance Maintenance Annual Report. Motion carried. Resolution is attached and on file in the Clerk's office.

The following applications for renewal liquor licenses for the period ending June 30, 2020 were read to the Board for consideration:

"Class B" Combination Liquor Licenses:

| | |
|-----------------------------|---------------------------|
| Hanke's Little Bohemia, LLC | (Steve Hanke as Agent) |
| Camp 28 of Rib Lake, Inc. | (Donna Walbeck as Agent) |
| Drink Slingers Tavern, LLC | (Michael Butson as Agent) |
| Enter Enter, LLC | (Sandra Eppers as Agent) |
| Northside Café, LLC | (Linda Pittman as Agent) |

Moved by Buksa, seconded by Tesch to approve the above renewal applications and grant the licenses contingent upon payment of any delinquencies. Motion carried.

“Class A” combination Liquor Licenses:

| | | |
|-----------------------------|---------------------------|-----------------|
| Ed’s IGA, Inc. | (Rodger Zondlo, Agent) | IGA Store |
| Medford Co-Op, Inc | (Andrew P. Stotka, Agent) | Cenex Station |
| Cynthia Hanke as individual | | C & G Mini Mart |

Moved by Mann, seconded by Bullis to approve the above renewal applications and grant the licenses contingent upon payment of any delinquencies. Motion carried.

The following applications for renewal Retail Cigarette Licenses for the period ending June 30, 2020 were read to the Board.

| | | |
|---------------------|----------------------------|-----------------|
| Ed’s IGA, Inc. | Cynthia Hanke | Enter-Enter LLC |
| Medford Co-op, Inc. | Drink Slingers Tavern, LLC | |

Moved by Tesch, seconded by Mann to accept the applications and grant the licenses contingent upon payment of any delinquencies. Motion carried.

Applications for renewal Operators Licenses for the period ending June 30, 2021 from: Kathryn Holmes, Delores and Lester Safemaster, Dilan Schneider, Melissa Glamann, Chris Abear, Bradley Peterson, Regina Rottler, Beverly Willms, Jacob Hollingsworth and Angelisa Leggett were presented to the Board. Moved by Tesch, seconded by Buksa to accept the applications and grant the licenses. Motion carried.

A request by the T.C. Health Dept. to place a NOAA weather radio in the Village Hall was considered. Moved by Mann, seconded by Hanke to accept the NOAA weather radio received through a grant. Motion carried.

The following sealed bids for Village Hall parking lot and UpJohn Road pavement projects were reviewed:

| | |
|-------------------------|--------------------------|
| <u>American Asphalt</u> | <u>Jensen & Sons</u> |
| \$26,743.34 | \$28,430.00 |

Moved by Mann, seconded by Bullis to accept the bid of \$26,743.34 from American Asphalt. Motion carried.

A quote from Lakes Asphalt in the amount of \$2,886 for sealcoating the Library parking lot was considered. Moved by Bullis, seconded by Buksa to approve the project. Motion carried.

A proposal from Steve's Masonry for cemetery pillar damages in the amount of \$3,000.00 was reviewed again. President Schreiner recommends holding off on a decision until we hear back from the insurance company on what they are willing to pay towards the repairs.

The Board considered a request from the Ice Age Committee to fund some of their advertising costs for Ice Age Days out of tourism funds. Moved by Mann, seconded by Hanke to approve funding in the amount of \$750. Motion carried

A request by Fish & Game Association to place portable bathrooms at both boat landings for the summer season was discussed. Moved by Buksa, seconded by Hanke to approve the request. Motion carried.

Trustee Reports:

VanHecker – Briefed the rest of the members on the recent storm sewer repair projects.

Schreiner – Reported on the park committee meeting with the DNR at Tannery Creek regarding possible restoration project; Asked members for other project suggestions for a NWRPC survey.

Bullis – Fire Dept. truck delivery is delayed by a few months; Recycling products need to be marketed soon as they are running out of room for storage; reported on the personnel committee meeting.

Mann – Library grant project is moving along; Discussed scholarship recipient; starting 2020 budget discussions.

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 Mann, seconded by Tesch to go into closed session. A roll call vote was taken with all in favor. Motion carried.

Moved by Tesch, seconded by Mann to adjourn the meeting at 8:30 p.m. Motion carried.

Dawn Swenson, Clerk