

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
October 13, 2015**

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Roll call: Shepler, Bunch, Schuepbach, Diedrick and Peters were present. Absent: Spencer. Others present: Warren Myers, Andy Jacque and Tom Tebeest from Town & Country, Dennis O'Loughlin, Olivia Petty, Tim Myers, Kris Hebel, Jeff Weigand, Tristan McGough-Courier, Police Chief Lee Hellenbrand, John Nault-Lieutenant, Brian Koll-Public Works Director, Sue Peck-Village Administrator and Michelle Murphy-Village Clerk.

Pledge of Allegiance

Public Comments

- A. Dane County Supervisor Dennis O'Loughlin and Olivia Parry-Senior Economic Development Specialist with Dane County Office of Economic and Workforce Development. Dennis stated he is here to apologize to all the members of the board of the process that took place on the purchases of the apartment units that happened recently. He stated they didn't have anything to do with it; that it is a federal agency and it was not communicated with them and it caused a lot of heartburn about why the county was doing this without including them in the loop. Dennis stated that they felt they needed to come out and explain. Oliva stated that the process went circumvented around the board. The process moving forward will include more feedback; DCHA is in the business of purchasing low to moderate affordable housing. Moving forward they will be working with the planning and development and with the supervisor of that district for that community. Then find out from the local government on when and if it should be brought to the village board. The part of the strategy has been put in place already; she has been invited to new projects being looked at. Processes and communication is the key moving forward so these mistakes don't happen again. Diedrick asked if these are going to be in some type of formal policy. Oliva stated that it isn't right now but that is a great idea and she will take that back. Hensler stated he felt there was no communication and he felt discussions should have involved the village. Sue stated that the state law needs to be changed. They took a resolution from 1972 and worked under that. Oliva stated that she agrees. She also stated that next month she will be coming out to meet with Sue and discuss the business and economic development in the village.
- B. Jeff Weigand contacted the village and would like to put a shed on a vacant building lot. This past week he bought the lot vacant lot next door. He would like to put a shed on the vacant lot. He was told by the building inspector he is not allowed to put a shed on a buildable lot. He would like the village board to reconsider and he would also like to work with the board on an ordinance that would accommodate his situation.

MINUTE APPROVAL

Approve the September 8, 2015 regular board meeting minutes and the September 29, 2015 special board meeting minutes for publication as presented. A motion was made by Peters and seconded by Bunch to approve the September 8, 2015 regular board meeting minutes and the September 29, 2015 special board meeting minutes for publication as presented. Roll call votes carried 6-0, Spencer absent.

VOUCHER APPROVAL

1. Approval of pay request #3 and change orders as presented from James Peterson Sons Inc. Deerfield Road project. A motion was made by Diedrick and seconded by Shepler to approve pay request #3 and change orders as presented from James Peterson Sons Inc. Deerfield Road project. Roll call votes carried 6-0, Spencer absent.
2. Approval of September & October ACH debits for all funds, general vouchers #41595-#41671, payroll vouchers #11727-#11791 and water/sewer vouchers #13222-#13246 for payment. A motion was made by Schuepbach and seconded by Peters to approve September & October ACH debits for all funds, general vouchers #41595-#41671, payroll vouchers #11727-#11791 and water/sewer vouchers #13222-#13246 for payment. Hensler wanted to pull out check #41658 for Scott Construction for \$19339, Hensler stated he would like the opportunity to meet with the manager, Brian, Sue and himself to talk to him about the materials they used. When they were done Hensler stated he was very dissatisfied. Brain explained that he talked with Scott Construction and they agreed to come out and redo the road. Brian stated they came out and laid down more aggregate seal but did not redo it. Brian was also not satisfied once they were done. **A motion was made by Schuepbach and seconded by Peters to remove check #41658 for Scott Construction, \$19,339. Roll call votes carried 6-0, Spencer absent.**
3. Consideration on releasing \$8500 commitment to SWAG for MSA project costs related to Marshall site planning. Hensler stated that tonight he got a phone call from Mike Larson, the original bill they sent the village was over \$10,000. This board did authorize up to \$8500. Hensler stated that this was all done of the benefit of SWAG and Marshall. **A motion was made by Diedrick and seconded by Schuepbach to approve releasing \$8500 commitment to SWAG for MSA project costs related to Marshall site planning. Roll call votes carried 6-0, Spencer absent.**

UNFINISHED BUSINESS

NEW BUSINESS

1. Acknowledgment of Tyler Tweed advancement to the rank of Eagle Scout. **A motion was made by Bunch and seconded by Schuepbach to acknowledge Tyler Tweed's advancement to the rank of Eagle Scout. Roll call votes carried 6-0, Spencer absent.**
2. Consideration on request for operator licenses expiring 6-30-16. (Kolton Jurss, Suzett Harrison) **A motion was made by Schuepbach and seconded by Shepler to approve the request for operator licenses expiring 6-30-16 for Kolton Jurss, Suzett Harrison. Roll call votes carried 6-0, Spencer absent.**
3. Consideration on Resolution 2015-07, authorizing the renaming of the streets River View Drive and River View Court, Marshall, Wisconsin to Riverview Drive and Riverview Court, Marshall Wisconsin. **A motion was made by Diedrick and seconded by Peters to approve Resolution 2015-07, authorizing the renaming of the streets River View Drive and River View Court, Marshall, Wisconsin to Riverview Drive and Riverview Court, Marshall Wisconsin. Roll call votes carried 6-0, Spencer absent.**
4. Consideration on requests from Marshall Sno Drifters regarding the following:
 - A. Authorizing the continuation of a snowmobile trail easement across Village owned land on the north side of Langer Park. **A motion was made by Diedrick and seconded by Schuepbach to authorizing the continuation of a snowmobile trail easement across Village owned land on the north side of Langer Park. Roll call votes carried 6-0, Spencer absent.**
 - B. Authorizing the continuation of a snowmobile trail easement across Village owned properties on the south and east sides of the Village. Including a new trail route behind Village garage at 405 E. Main Street and across adjacent parking lot. **A motion was made by Shepler and seconded by Bunch authorizing the continuation of a snowmobile trail easement across Village owned properties on the south and east sides of the**

Village. Including a new trail route behind Village garage at 405 E. Main Street and across adjacent parking lot. Roll call votes carried 6-0, Spencer absent.

- C. Request for permanent snowmobile route signage on Waterloo Road and Phillips Drive. **A motion was made by Schuepbach and seconded by Shepler to approve for a permanent snowmobile route signage on Waterloo Road and Phillips Drive with the cooperation with the village and club to work together. Roll call votes carried 6-0, Spencer absent.**

- D. Review of the residential trail access from 2014-15 snow season.
Tim Meyers, President of the Sno Drifters stated they have in the past crossed on the north side of Langer Park. He stated they are also trying to loop around the east side to minimize being on highway 19. He discussed the permanent snowmobile route signage. Chief Hellenbrand asked about the signage and who pays for new and replacement of the signage. Tim stated he believes the club would purchase the signage.

COMMITTEE & COMMISSION REPORTS

- **Finance & Oversight**

Hensler stated he would like to schedule one. Sue will email the board and try to schedule one for next week.

- **Public Works & W/S Utility**

1. Andy Jaques;—Town & Country Engineering gave an update on well #2 investigation report. The village is under orders to do something with well #2 because there is radium present. Radium in water is a natural material in the sediment material. It is unusual for a radium to start with low radium and start to rise as time goes on. He stated he could see bacteria in the water. The bacteria in this well he stated he would not be over concerned about. It is very thin and very stable and could be easily removed. He stated that if the well is chemically treated it will correct the problem. Hensler asked Andy about the quarterly testing the village has to be doing. He stated that to get out of violation the 4th quarter testing needs to be below 4.5, and there has to be 4 consecutive samples testing to be below 4.5. Andy stated if the well is treated the samples will come back lower than 4.5 and would put the village back in compliance. Brian commented on a preliminary price from CTW to inspect an overhaul the well pump and to do chemical rehabilitation on the well. Warren stated that he has worked with CTW numerous times and stated they are a reputable company to work with. Warren then talked about well #3, stating radium has been present since the get go. The scenario is different from well #2; there are options with changing the pumping cycle that might help with lowering the numbers.
2. Consideration on well #2 rehabilitation plan. **A motion was made by Schuepbach and seconded by Bunch to approve well #2 rehabilitation plan. Roll call votes carried 6-0, Spencer absent.**
3. Director of Public Works Report. Koll stated that work completed in the last month includes removal of a downed tree, the north exterior wall on the municipal building was pressure washed to remove mildew stains, the lamps in the parking lot at the library were replaced, dusk-to-dawn lights were repaired at the municipal building and at the wastewater plant, the refrigeration unit on the effluent sample at the wastewater plant was also repaired, the annual exercising of water main vales is about 95% completed and lawn mowing and weekly brush chipping is still ongoing. He also reported that in the upcoming month work includes flushing fire hydrants, winterizing park buildings and leaf collection. James Peterson and Sons have completed sanitary sewer installation through the easement area on the Herman property and the sewer crossing under Highway 19 was completed last Thursday.

- **Planning Commission**

1. Consideration on the amendment of Insight FS's (formerly known as FS-Frontier) conditional use permit 2013-01 for the relocation of the office building (located in the southwest corner of the property) to a different area on their property at 814 Lewellen Street. Also the owner is required to submit a landscaping plan for the southwest corner of the property once the office building is relocated. A motion was made by Peters and seconded by Schuepbach to approve the amendment of Insight FS's (formerly known as FS-Frontier) conditional use permit 2013-01 for the relocation of the office building (located in the southwest corner of the property) to a different area on their property at 814 Lewellen Street. Also the owner is required to submit a landscaping plan for the southwest corner of the property once the office building is relocated. Roll call votes carried 6-0, Spencer absent.

- **Parks & Recreation**

Hensler gave an update on Langer Park and the disc golf hole expansion project. He stated that there was also discussion on a portable concession stand. He also stated the road through Fireman's park was discussed and how more parking is needed.

- **Police**

1. Monthly Police report. For the month of September there were 263 calls. Chief Hellenbrand reported that Marshall High School homecoming parade was held Oct. 2 and everything went well. He stated that the buoys have been taken out the river. He also reported that there is an ongoing investigation with the landlord/owner of 400 Farnham Street. There were also two incidents last month with officers with nonresponsive patients. The request to the DOT about the speed limit change, He stated they were not in favor of lowering the speed limits to 25. An officer got hurt on the job and was off for three days and is back to work now. This Thursday and Friday is drug take back at the police department. The department is planning active shooter training at the schools when they are closed at the end of the month; they will also getting some of the faculty involved. Lieutenant Nault went through all the mandated policies from the department of justice.

- **Library**

Schuepbach handed out and reviewed the September report. He also showed picture of the new library card. He reviewed a year breakdown of the stamp sales. Upcoming October events at the library are Crafternoons on October 14th, Costume Swap on October 17, the 5th annual Trivia Night on October 17th, Retro Horror Movie Night on October 30th and Free Face Painting & Make Up on October 31st.

- **EMS/Public Safety Building Commission**

Bunch reported that there is going to be a year update at their annual budget meeting which is scheduled for tomorrow at 7:00 p.m.

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

OTHER BUSINESS

1. Convene to a CLOSED Session per Wisconsin Statutes §19.85(1)(e) deliberating or negotiating the

purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Development agreements) No closed session took place.

2. Reconvene to an open session per Wisconsin Statutes §19.85(2).
3. Action from closed session as deemed necessary.

ADJOURNMENT

Having no further business a motion was made by Diedrick and seconded by Shepler to adjourn at 9:35 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: November 10, 2015

A copy of the complete minutes are on file at the Village Clerk's office at 130 S. Pardee Street, Marshall for public inspection during office hours or can be viewed on the web at: www.marshall-wi.com