

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
November 10, 2015**

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Roll call: Shepler, Bunch, Schuepbach, Spencer, Diedrick and Peters were present. Others present: Mike Starczynski, Tom TeBeest from Town and Country Engineering, 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: Mike Starczynski lives on Rosewood and is having problems with the balls from Converse Park. A net was put up some time ago to stop the balls from the ballpark from hitting the condos, but it doesn't stop all of them. He stated that he heard that the teams were putting bets on who can hit over by the condos. Millner stated he asked around and didn't hear anything of any kind of betting. Hensler stated if anything like this is happening it needs to be stopped it will not be condoned. He also stated that certain bats and balls are used to lower the odds of that happening. Mike asked if the teams have insurance. Hensler stated the village has insurance. Hellenbrand stated that if anyone is found intentionally doing this they could be looking at criminal charges. Hensler stated the village will investigate and if it is happening it will be stopped.

MINUTE APPROVAL

Approve the October 13, 2015 regular board meeting and the November 2, 2015 special board meeting minutes for publication as presented. **A motion was made by Schuepbach and seconded by Peters to approve the October 13, 2015 regular board meeting and the November 2, 2015 special board meeting minutes for publication as presented. Roll call votes carried 7-0.**

VOUCHER APPROVAL

1. Approval of pay request #4 and change order #5 as presented from James Peterson Sons Inc. Deerfield Road project. Tom from Town and Country gave an update on the project. He stated it is almost complete. They are putting up the signs at that end of town. He also stated that the sewer has been videoed but he has not been able to view it yet. He reviewed the change order of #5. He stated there was a correction on pay request #4, there was only a typo it does not affect any of the dollars requested. There is a change order coming for time and material for the open cut on highway 19, they are still in negotiations over some of the dollars. The total amount for pay request #4 is \$249,067.06. **A motion was made by Diedrick and seconded by Shepler to approve the pay request #4 for \$249,067.06 and change order #5 as presented from James Peterson Sons Inc. Deerfield Road project. Roll call votes carried 7-0.**

2. Approval of October & November ACH debits for all funds, general vouchers #41672-#41727, payroll vouchers #11792-#11854 and water/sewer vouchers #13247-#13258 for payment. **A motion was made by Peters and seconded by Schuepbach to approve the October & November ACH debits for all funds, general vouchers #41672-#41727, payroll vouchers #11792-#11854 and water/sewer vouchers #13247-#13258 for payment. Roll call votes carried 7-0.**

UNFINISHED BUSINESS

NEW BUSINESS

1. Consideration on request for operator licenses expiring 6-30-16. (Jared Meyer, Elizabeth Peschel, Tina Trace, Stephanie McGarvie) **A motion was made by Diedrick and seconded by Bunch to approve the request for operator licenses expiring 6-30-16 for Jared Meyer, Elizabeth Peschel, Tina Trace and Stephanie McGarvie. Roll call votes carried 7-0.**
2. Consideration on Resolution 2015-09, approving the required matching funds for the 2015 BUILD grant. (\$13,000). Sue stated this is for the economic development downtown. Stating that the grant that was received needs to have the Village match the dollars. **A motion was made by Schuepbach and seconded by Bunch to approve Resolution 2015-09, approving the required matching funds for the 2015 BUILD grant. (\$13,000). Roll call votes carried 7-0.**
3. Consideration on the Marshall Volunteer Fire Department Inc. 2016 proposed budget. Diedrick asked if the mandatory reporting was a new line item. Sue stated that they have to report to the state and have been doing that but they now are planning on compensating the people doing the reporting. **A motion was made by Schuepbach and seconded by Peters to approve the Marshall Volunteer Fire Department Inc. 2016 proposed budget. Roll call votes carried 7-0.**
4. Consideration on amending the fire service agreement between the Marshall Volunteer Fire Department Inc. and the Village of Marshall. Hensler stated that the agreement addresses if the truck gets totaled the money would be disbursed back to the municipalities. If it is damaged but not totaled the Fire Department will get them fixed. **A motion was made by Spencer and seconded by Schuepbach to approve amending the fire service agreement between the Marshall Volunteer Fire Department Inc. and the Village of Marshall. Roll call votes carried 7-0.**
5. Discussion on having an advisory referendum posing the question on hiring full-time Fire Department staff. Hensler stated he thinks the people should be part of this discussion. Bill Blaschka from the Fire Department is soliciting businesses to see if he can get more volunteers, but Hensler stated if he is not successful he would like the people to be part of the decision that would be made. Diedrick stated he felt the people need to be better informed with the situation, maybe by town meeting. He feels the education process needs to be done first and then decided what the next steps should be. Diedrick stated that maybe a fact sheet needs to be put together and sent out to the village residents and put in there the open meeting date. Hensler stated a special village board meeting should be set up with only this topic to be on the agenda.

COMMITTEE & COMMISSION REPORTS

• Finance & Oversight

1. Consideration on Resolution 2015-10; Reimbursement resolution for Tax Incremental District economic development projects. **A motion was made by Shepler and seconded by Diedrick to approve Resolution 2015-10; Reimbursement resolution for Tax Incremental District economic development projects. Roll call votes carried 7-0.**

• Public Works & W/S Utility

1. Director of Public Works Report. Work completed in the last month includes finishing exercising water main valves, flushed all fire hydrants, winterized plumbing in buildings at Firemen's Park and Converse Park, finished chipping brush for the year, mowed lawn and mulched leaves as needed, repaired the snow plow for the Ford F-550 truck. Several street lights which were not functioning were also repaired in the last month. Asphalt patching was completed by Wolf Paving at various locations in the last month. Work for the upcoming month includes preparing snow removal equipment for winter, storing lawn mowing equipment, and general equipment maintenance. Koll also recently filed an application for a DOT municipal Street Improvement

Grant for milling and repaving a section of Lewellen St. between Sunnyview Ln. and Dairyland Ave. in 2016.

- **Planning Commission**

1. Consideration on Plan Commission citizen appointment: Mary Jo Eggers replacing Mary Bunch. **A motion was made by Diedrick and seconded by Schuepbach to approve Plan Commission citizen appointment: Mary Jo Eggers replacing Mary Bunch. Roll call votes carried 7-0.**

- **Parks & Recreation**

Millner gave an update on the disc golf project; he stated that all the tees are laid, a lot of brush and trees are getting cleaned up and the baskets should be in this week. He talked to Mark Martin about doing a control burn, Diedrick asked if that was recommended for every three years and Millner stated yes. Milner stated he applied for a tree grant for Langer Park. Milner talked with Schuepbach on the portable concession trailer. Schuepbach stated he just needs to know the dates. Milner stated they would like to have it 4-6 days out there during the tournament. As a season wrap out, they had 10 tournaments at Converse Park this year and they have 12 scheduled for next year so far. The replacement parts for playground equipment for Deerhaven have come in. A Chicago shopping trip is scheduled for December 12. Peters asked Milner about a master plan for Fireman's park. Milner stated he talked to a few companies at the conference about ways of putting together a master plan but also saving money.

- **Police**

1. Monthly Police report. For the month of October there were 253 calls. The department held Drug Take Back in October. Chief Hellenbrand reported that the department had active shooter training at the high school. He reported that Officer Hoops went to domestic training. He also stated that there was extra patrol during the detour on highway 19. He wanted to remind everyone of Calendar parking which starts this Sunday.

- **Library**

Schuepbach handed out and went over the November events news flyer for the Library.

- **EMS/Public Safety Building Commission**

Bunch stated that Scott did listen to the concerns of the municipalities; he will be contacting other neighboring communities. He is planning to keep other communication lines open. She stated that there is a part-time scheduler that is leaving and then they will be eliminating that position all together. Sue asked if the EMS commission was going to direct Scott to call other private companies to come in for discussion an if not, they should.

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

1. Dane County Planning & Development public hearing; November 24, 2015: Amending the Dane County Comprehensive Plan by adopting amendments proposed by the Town of Windsor.
2. Budget hearing; November 30, 2015 -7:00 p.m.

OTHER BUSINESS

1. Consideration of purchasing turkeys/hams for employee holiday gifts. **A motion was made by Diedrick and seconded by Shepler to approve the purchasing turkeys/hams for employee holiday gifts. Motion carried unanimously.**

2. 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. (Funding for Community Pride Development project) **A motion was made by Schuepbach and seconded by Diedrick to 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. (Funding for Community Pride Development project) Motion carried unanimously.**
3. Reconvene to an open session per Wisconsin Statutes §19.85(2). **A motion was made by Diedrick and seconded by Spencer to reconvene to an open session per Wisconsin Statutes §19.85(2). Motion carried unanimously.**
4. Recognize members and others present.
5. Action from closed session as deemed necessary. **A motion was made by Diedrick and seconded by Shepler to approve and additional loan \$165,000. Roll call votes carried 7-0.**

ADJOURNMENT

Having no further business a motion was made by Schuepbach and seconded by Diedrick to adjourn at 9:03 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: December 8, 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