

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

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Roll call: Spencer, Shepler, Bunch, Schuepbach, Diedrick and Peters were present. Others present: Trista McGough-Courier, Warren Meyers from Town & County, Justin Sornsin from Mid-States Associates, Joseph Nickel, Brandon Millner, John Nault- Lieutenant, Doug Millin-Street Superintendent, Sue Peck-Village Administrator and Michelle Murphy-Village Clerk.

Pledge of Allegiance
Public Comments

MINUTE APPROVAL

Approve the January 13, 2015 regular board and January 26, 2015 special board meeting minutes for publication as presented. **A motion was made by Schuepbach and seconded by Bunch to approve the January 13, 2015 regular board and January 26, 2015 special board meeting minutes for publication as presented. Roll call votes carried 7-0.**

VOUCHER APPROVAL

1. Approval of January & February ACH debits for all funds, general vouchers #41023-#41111, payroll vouchers #11175-#11229 and water/sewer vouchers #13081-#13091 for payment. **A motion was made by Diedrick and seconded by Shepler to approve of January & February ACH debits for all funds, general vouchers #41023-#41111, payroll vouchers #11175-#11229 and water/sewer vouchers #13081-#13091 for payment. Roll call votes carried 7-0.**

UNFINISHED BUSINESS

1. Warren Meyers from Town and Country Engineering to discuss the Deerfield Road Project. Warren Meyers gave an update on the Deerfield Road project. The project is not moving very quickly, the wetland delineation was pushed off a few weeks. The initial delineation that was done years ago had to be redone. Warren handed out and reviewed the new delineation boundary lines. Montgomery and Associates will be doing the application with the DNR permit. Putting in sewer the DNR considers it still a wetland violation; there was discussion on putting in a wetland bank. It will probably take a couple months to get a wetland permit. The other issue is the new intersection with Highway 73. Warren met with the DOT on this and he does not anticipate having any problems getting an intersection approved there. The DOT still would like the Village board to approve the intersection. Also, the Village will have to give up a farm entrance and will have to move the entrance across the street to line up. He located the intersection so that in the future there will be 200 foot lot on the Herman property directly across the highway. Hensler asked about what the wetland bank would cost; Warren stated that the estimate is about \$30,000-\$60,000. **A motion was made by Schuepbach seconded by Peters to approve the entrance on Hwy 73 as presented on the map that Warren presented. Roll call votes carried 7-0.**

Warren also wanted to inform the board that he was notified by Mike Schlimgen that the radium test came back with higher levels than what is allowed. He stated the sample result took ten months to come back and feels the Village needs to take control of this sampling. He would like to have one of his colleagues to look into this deeper, looking into other labs. He recommends sometime be spent on this well because there are large costs that could be involved if more samples fail. Hensler asked about looking into the other tests that are still outstanding and find out the results of those tests first. Warren stated that someone needs to call the Wisconsin State Lab of Hygiene and try to get the

results of those tests. Hensler stated to Warren that tonight or in the near future a DPW Director will be hired and would really like that person to be involved with all this.

2. Consideration on the 2015-2017 Marshall Police Union Bargaining Agreement. **A motion was made by Spencer and seconded by Schuepbach to approve the 2015-2017 Marshall Police Union Bargaining Agreement. Roll call votes carried 7-0.**

NEW BUSINESS

1. Consideration on request for operator licenses expiring 6-30-15. (Lawrence Krenn, Megan Peterson) **A motion was made by Shepler and seconded by Schuepbach to approve the request for operator licenses expiring 6-30-15 for Lawrence Krenn and Megan Peterson. Roll call votes carried 7-0.**
2. Consideration on a \$1500 financial contribution to SWAG (Southern Wisconsin Agricultural Group) towards a site analysis being conducted on Marshall as one of their potential site locations. Sue gave an update on the status of SWAG and how Marshall is one of their potential site locations. Even if SWAG wouldn't locate here the Village would still benefit from the information. Diedrick asked if they didn't locate here would the Village still receive a copy of the results. **A motion was made by Diedrick and seconded by Spencer to approve \$1500 financial contribution to SWAG (Southern Wisconsin Agricultural Group) towards a site analysis being conducted on Marshall as one of their potential site locations. With the contingency that the village would receive a copy of the results. Roll call votes carried 7-0.**
3. Consideration on a \$2500 financial contribution to SWAG if they select Marshall as their site location to update their business plan which will include information on Marshall. **A motion was made by Peters and seconded by Bunch to approve \$2500 financial contribution to SWAG if they select Marshall as their site location to update their business plan which will include information on Marshall.** Diedrick asked if this was going to be the only Village contribution. Sue stated that this might not be the case. They might come back in the future and ask for other contributions from the Village. Diedrick just wanted the board to know that that might be the case. **Roll call votes carried 7-0.**
4. Consideration on a proposal from Mid-State Associates to have them do an assessment of the Tax Incremental District #1 to maximize district benefits before final closeout as well as outline an economic development strategy for the Village. Fee \$2500.00. Justin Sornsin from Mid-State Associates leads a funding team out of Baraboo. He specializes in tax incremental district. He stated we are one of two communities' that SWAG is considering. He stated that he met with Marlin and Sue a few weeks ago and discussed what the opportunities are for the Village, with or without SWAG. The first proposal would be to find out where the TID is today. The analysis would be where the Village was, where the Village is, and where the Village is going to be. He explained that if the Village does not obligate that money to costs, the Village would have to shut it down. He stated he would look at economic development and strategies. The second proposal is to have a planner on contract, a times and material contract. As the economy has changed and opportunity arises a community sometimes has to take a risk and the willingness from a community development standpoint. Diedrick asked if the second proposal also includes not just Sue calling if something comes to the Village but do they call and say did you hear about this new developer, or maybe new grants or other things that might benefit the Village. Justin stated yes they do that. If they become aware of someone or something that might benefit the Village they would bring that to the Village's attention. **A motion was made by Diedrick and seconded by Schuepbach to approve the proposal from Mid-State Associates to have them do an assessment of the Tax Incremental District #1 to maximize district benefits before final closeout as well as outline an economic development strategy for the Village. Fee \$2500.00. Roll call votes carried 7-0.**
5. Consideration on contracting with Mid-State Associates for Planning Services as proposed. **A motion was made by Schuepbach and seconded by Shepler to approve contracting with Mid-State Associates for Planning Services as proposed. Roll call votes carried 7-0.**

COMMITTEE & COMMISSION REPORTS

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

1. Street Superintendent Report. Mr. Millin reported for the month of January. The department plowed and salted streets and shoveled sidewalks. They chipped Christmas trees, fixed street signs and cleaned the shop. The department also did some repairs to the F550.
2. Utility Superintendent Report. Sue stated that Brent Mosher has left the utility. His last day was last Friday. It was missed on being put on the agenda to accept his resume. Sue also stated that the lab testing is now getting sent out and lab processes overall will be getting looked at in the near future..

- **Finance & Oversight**

- **Planning Commission**

- **Parks & Recreation**

- Brandon Millner introduced himself. He is the new park and recreation director. He started on Monday, February 9, 2015.
 1. Consideration on Stewards of Fireman's Park Agreement. Hensler stated the Village committee and the fire department committee met and discussed the agreement. Hensler stated he feels it is a good agreement. He also stated the Village would like to work with the Firemen as a team. Diedrick asked about the setup of the parks committee. Marlin stated that one less board member on the committee could be a possibility and that this will be discussed at the next Village board meeting. **A motion was made by Diedrick and seconded by Schuepbach to approve the Stewards of Fireman's Park Agreement. Roll call votes carried 7-0.**

- **Police**

1. Consideration on hiring Joseph Nickel as a full time Patrol Officer with an eighteen month probation period. **A motion was made by Schuepbach and seconded by Spencer to approve the hiring Joseph Nickel as a full time Patrol Officer with an eighteen month probation period.** John stated that Joseph is from Shiocton and he is a 7 year veteran of the army. His start date will be February 16, 2015. **Roll call votes carried 7-0.**
2. Consideration on Capital Area Police Mutual Aid Response Plan (C.A.P.M.A.R) John discussed the (C.A.P.M.A.R.) agreement. The Village has mutual aid agreements but this agreement is more organized in written form. It is to provide for a pre-planned law enforcement mutual aid response with unexpected or unplanned urgent or emergency situations that require additional law enforcement resources and exceeds the requesting agencies resources in accord with the current State of Wisconsin Mutual Aid Statute. **A motion was made by Bunch and seconded by Peters to approve the Capital Area Police Mutual Aid Response Plan (C.A.P.M.A.R). Roll call votes carried 7-0.**
3. Monthly Police report. John gave the monthly report. He reviewed the hand out. There were a total of 118 calls for the month of January. He reviewed the press releases that will be coming out soon. He reported the department had 60 hours of OT, 15 hours on priority calls, 24 hours in holiday and 9 hours on sick coverage. He stated the department is getting close to using the badgertracs software. The department ordered body cameras, he had one so the board could see what they looked like. Diedrick asked how the video is filed or tagged. John stated the video is password protected and is held for example a traffic stop is to hold for 30 days after the trial date.

- **Library**

John gave an update on the library. He handed out the Library winter/spring flyer and the Library director's report. He reviewed the director's report for the month of January. He explained some of the programs the library offers. Two new programs the library offers is Tech Tuesdays Get help with any tech device and Monday Mash up which is a variety of programs for adults or teens. They are also working on trying to rent out the community room more often as a source of revenue.

- **EMS/Public Safety Building Commission**

- Schuepbach gave an update on the EMS/Public Safety Building Commission. The current roster consists of 32 active members. There have been two resignations. There have been seven applications of file. The January training was a specific overview of Environmental Emergencies, which covered a range of topics from Hyper/Hypothermia, Diving Emergencies, and Altitude issues. They are still maintaining 100 percent compliance, this is due to the instructor videotaping the training to allow members that cannot make initial training can view the video and answer the questions. The Annual Safety Fair is scheduled for May 16th 10am to 2 p.m. John also reviewed annual report stating that there was an 11% increase from the prior year, 56 more calls and 19 calls mutual aid was used. The second ambulance was used 6 times. Most calls occurred during the time frame of 6 a.m. to 9 a.m. A new addition to the report is a call log sheet. John also reported that the Public Safety Building was right on budget for 2014.

MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

OTHER BUSINESS

1. Convene to closed session per Wisconsin Statutes §19.85(1)(e) for the purpose of 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. (one potential property to purchase) Wisconsin Statutes §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (DPW position) A motion was made by Diedrick and seconded by Schuepbach to convene to closed session per Wisconsin Statutes §19.85(1)(e) for the purpose of 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. (one potential property to purchase) Wisconsin Statutes §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (DPW position) Motion carried unanimously.
2. Reconvene to an open session per Wisconsin Statutes §19.85(2). A motion was made by Schuepbach and seconded by Diedrick to reconvene to an open session per Wisconsin Statutes §19.85(2). Motion carried unanimously.
3. Recognize members and others present.
4. Action from closed session as deemed necessary.

ADJOURNMENT

Having no further business a motion was made by and seconded by to adjourn at 10:30 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: March 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