

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
April 14, 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, Theresa Kaul & boy scouts, Scott Alain-EMS Director, 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

MINUTE APPROVAL

Approve the March 10, 2015 regular board meeting and the March 25, 2015 special board meeting minutes for publication as presented. **A motion was made by Diedrick and seconded by Schuepbach to approve the March 10, 2015 regular board meeting and the March 25, 2015 special board meeting minutes for publication as presented. Roll call votes carried 7-0.**

VOUCHER APPROVAL

1. Approval of March & April ACH debits for all funds, general vouchers #41184-#41238, payroll vouchers #11290-#11348 and water/sewer vouchers #13105-#13117 for payment. **A motion was made by Schuepbach and seconded by Bunch to approve of March & April ACH debits for all funds, general vouchers #41184-#41238, payroll vouchers #11290-#11348 and water/sewer vouchers #13105-#13117 for payment. Roll call votes carried 7-0.**

NEW BUSINESS

1. Acknowledgment of Lucas Easley advancement to the rank of Eagle Scout.
2. Consideration on request for operator licenses expiring 6-30-15. (Melissa Peterson) **A motion was made by Shepler and seconded by Diedrick to approve the request for operator licenses expiring 6-30-15 for Melissa Peterson. Roll call votes carried 7-0.**
3. Consideration on Ordinance 2015-02 updating the municipal code Title 11 Chapter 1, Section 1 Offenses Against State Laws Subject to Forfeiture.**A motion was made by Peters and seconded Schuepbach by to approve Ordinance 2015-02 updating the municipal code Title 11 Chapter 1, Section 1 Offenses Against State Laws Subject to Forfeiture. Roll call votes carried 7-0.**
4. Consideration on Ordinance 2015-03 updating the municipal code Title 11 Chapter 5, Section 9 Purchase or Possession of Tobacco Products. **A motion was made by Shepler and seconded by Spencer to approve Ordinance 2015-03 updating the municipal code Title 11 Chapter 5, Section 9 Purchase or Possession of Tobacco Products. Roll call votes carried 7-0.**
5. Consideration on a parade permit for Marshall American Legion, May 25, 2015. **A motion was made by Schuepbach and seconded by Diedrick to approve the parade permit for Marshall American Legion, May 25, 2015. Roll call votes carried 7-0.**
6. Consideration on Temporary Class "B"/"Class B" Retailer's Licenses for Marshall Lions Club on the following dates & locations:
 - a) June 28, 2015; 203 Hubbell Street; Lions Park

b) July 17 & 18, 2015; 203 Hubbell Street; Lions Park

c) August 7 & 9, 2015; 309 Park Street; Fireman's Park

A motion was made by Spencer and seconded by Schuepbach to approve a Temporary Class "B"/"Class B" Retailer's Licenses for Marshall Lions Club on the following dates & locations:

a) **June 28, 2015; 203 Hubbell Street; Lions Park**

b) **July 17 & 18, 2015; 203 Hubbell Street; Lions Park**

c) **August 7-9, 2015; 309 Park Street; Fireman's Park**

Roll call votes carried 7-0.

COMMITTEE & COMMISSION REPORTS

- **Finance & Oversight**

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

1. Director of Public Works Report. Mr. Koll gave a monthly update on the Street and Water Department. He reported that street sweeping is done, they did some tree trimming and they have also been looking at the streets that will need crack filling and seal coating. He stated that a new starter and springs are needed in dump truck with costs around \$700 and new batteries and alternator in the sweeper with costs around \$500. The water services are turned on and tested at Converse and at Firemen's Parks. The department has been working with Mr. Millner on the fields to get the diamonds in good shape. He stated there is concrete that needs to be replaced at Converse Park. The Water Department will be flushing hydrants April 20-24, 2015. The Consumer Confidence report is complete. There is a water leak at 113 East Main St.; excavating is scheduled for Monday to repair the leak. The water department will also start a program that will find, mark and map the curb stops in the system. The wastewater treatment plant blower needs replacing and will cost around \$1700.00, the employees will be installing it and the funds can come out of the equipment replacement fund. Also the explosive proof light needs to be replaced at the plant and will cost around \$1600.00. Two people were interviewed for the operator position; staff will be meeting with one on Thursday for a plant tour.

- **Planning Commission**

- **Parks & Recreation**

Sue reported that the Re-grand opening of Converse Park is scheduled for April 25, 2015 from 12:00 p.m.-4:00 p.m. There will be softball games and other children games. They will also be serving discount concessions. Sue stated hopefully it will be a nice day and people will come out. She gave an update on the Rec1 software and the reservations and fee schedule that will be available online. Chad stated the disc golf course should be open this weekend. Lee stated there was a clean-up day at Lion's park.

- **Police**

1. Monthly Police report. Chief Hellenbrand reported that in month of March there were 180 insitences. Officer Schuster attended rifle training. He stated that the department will be teaming up with Dane Co, local public safety officials and med flight for a National night out on August 4th at the Public Safety Bldg. He reported there were two large domestic instances in March and the officers handled it very well, Chief commended the staff.

- **Library**

John gave an update on the library. He reported that there were \$375 postage sales last month. He stated that the Director hopes to get some outdoor activities going soon. He also reported that there are fifteen participants for the morning yoga. The library will be hosting the Dane County Library Directors meeting. He stated that the Micro and Home brew/beer tasting from Hydro Street Brewing went very well. There were about fifty people in attendance; he stated it was fun and very informative.

- **EMS/Public Safety Building Commission**

EMS Director Scott Alain gave an update on the EMS/Public Safety Building Commission. He stated that staffing numbers are down; the current roster is at 31 active members. He discussed the challenges that come with staffing. He has created a Recruiting and Retention committee with the task is determining staffing needs, they are also looking at updating the website; development and maintenance to be able to read up on the EMS and apply online. He also wants the EMS to get involved with businesses to open that door of communication. Also to get involved in the school and get some programs set up. Also to attend local job fairs, national job fairs. Scott is putting together a crew chief academy program; this is an eight hour course with a variety of things they are going to run into, giving them all the tools to be successful. There will be a written and practical exam that will have to be taken to successfully complete the program. Scott also stated that next year's budget he will be presenting options to deal with staffing concerns. The Annual EMS Safety Fair scheduled for May 16, 2015 from 10a.m.-2 p.m. A Mock Crash at the high School is scheduled Friday May 22, 2015. He reported that there are six more calls this year than last year at this time. Hensler commended Scott on his job well done.

MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

Need to have a Special Board meeting for elected officials Tuesday April 21, 2015 at 7:00 p.m. John will be gone.

OTHER BUSINESS

1. Review of Tax Incremental District Analysis. Andrew Bremmer from MSA reviewed the Assessment of TID #1. He stated it was created May 10, 1994 and has a 27 year life span and will terminate May 10, 2021. The Village has until May 10, 2016 to do capital projects. The boundaries have been amended twice. Andrew reviewed the Summary of the value of the TID; it hit a high in 2009 and has seen a decrease every year since. This trend is typical for TIDs. He did an analysis on projected income through 2015-2021 and the TIS's eligible expenditures. It has incurred a total about 9,000,000 in project costs. The total existing debt service for the District is \$1.3 million. The analysis estimates that the Village has potentially up to \$2.2 million. Andrew then reviewed the Economic development strategy. He covered the challenges, time limitation and explained the over the 12%. He reviewed the some options which included an overlay district or creating a new district. He reviewed the potential scope of services for a land use and economic development plan.
2. Convene to a CLOSED Session per 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 (two issues involving employee compensation) AND 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. (Requests by Developers for TID assistance and Fire Department contract) A motion was made by Diedrick and seconded by Shepler to convene to a CLOSED Session per 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 (two issues involving employee compensation) **AND 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. (Requests by Developers for TID assistance and Fire Department contract) 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. Action from closed session as deemed necessary.
 - a. **Consideration on Resolution 2015-02, adjusting Utility & Public Works wages. A motion was made by Schuepbach and seconded by Diedrick to approve Resolution 2015-02, adjusting Utility & Public Works wages. Roll call votes carried 7-0.**
 - b. **Consideration on giving Mike Schlimgen a bonus of \$1,500. A motion was made by Peters and seconded by Diedrick to approve a bonus of \$1,500. Roll call votes carried 7-0.**
 - c. Consideration on developer assistance if deemed necessary. No action was taken.

ADJOURNMENT

Having no further business a motion was made by Shepler and seconded by Schuepbach to adjourn at 9:38 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: May 12, 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