

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
September 8, 2015**

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Roll call: Spencer, Shepler, Bunch, Schuepbach and Peters were present. Absent: Diedrick. Others present: Scott Allain-EMS Director, Phil Cossins-Ehlers & Associates, 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

MINUTE APPROVAL

Approve the August 11, 2015 regular board meeting minutes for publication as presented. **A motion was made by Schuepbach and seconded by Bunch to approve the August 11, 2015 regular board meeting minutes for publication as presented. Roll call votes carried 6-0, Diedrick absent.**

VOUCHER APPROVAL

1. Approval of pay request #2 for \$484,961.35 and change orders as presented from James Peterson Sons Inc. Deerfield Road project. **A motion was made by Peters and seconded by Shepler to approve of pay request #2 for \$484,961.35 and change orders as presented from James Peterson Sons Inc. Deerfield Road project. Roll call votes carried 6-0, Diedrick absent.**
2. Approval of August & September ACH debits for all funds, general vouchers #41552-#41594, payroll vouchers #11689-#11726 and water/sewer vouchers #13203-#13221 for payment. **A motion was made by Shepler and seconded by Schuepbach to approve of August & September ACH debits for all funds, general vouchers #41552-#41594, payroll vouchers #11689-#11726 and water/sewer vouchers #13203-#13221 for payment. Roll call votes carried 6-0, Diedrick absent.**

UNFINISHED BUSINESS

1. Consideration on a State Trust Fund Loan application to borrow an amount not to exceed \$120,000.00; Fire Truck purchase. **A motion was made by Bunch and seconded by Schuepbach to approve the State Trust Fund Loan application to borrow an amount not to exceed \$120,000.00; Fire Truck purchase. Hensler stated that he feels that because of the staff problems at the fire department he doesn't feel they need a fire truck. He also stated that they shouldn't get any money until there is an agreement in place. Shepler asked if there was an agreement put in place yet. Sue stated that there was some communication with the treasurer and hasn't heard back about the agreement. Sue stated she will have the village attorney draft something. Bunch asked if this agenda item is only for the loan application to borrow. Sue stated yes, that it is for the borrowing. Roll call votes carried 6-0, Hensler voted no, Diedrick absent.**

NEW BUSINESS

1. Consideration on request for operator licenses expiring 6-30-16. (Carolee Samson, Melissa Erickson) **A motion was made by Schuepbach and seconded by Shepler to approve the request for operator licenses expiring 6-30-16 for Carolee Samson, Melissa Erickson. Roll call votes carried 6-0, Diedrick absent.**

2. Consideration on an agreement from the Dane County Housing Authority for a payment in lieu of taxes (PILOT) for the properties known as 402 & 510 Madison Street-School Street Apartments. Hensler stated that a meeting was held and an agreement is in the works. Hensler stated they met with Callahan and he apologized that they should have communicated better with the Village. Negotiations are being talked about. Hensler stated he felt a PILOT agreement should be in place before the purchase of the properties. He stated he has not seen anything in writing at this time. Spencer asked if once they purchase the property can they change that and not pay anything. Hensler stated that is why an agreement needs to be in place.

COMMITTEE & COMMISSION REPORTS

- **Finance & Oversight**

1. Consideration/Update on Marshall Volunteer Fire Department Inc proposal for staffing/budget. Hensler stated that a finance & oversight committee has met. All other municipalities involved were also there. There was discussion on changing the structure and forming a commission. Marshall Fire department Inc. came and told the board that they were short staffed for day time hours. They felt the best option would be to hire a few full time and part time staff. The municipalities had met to discuss many different options. At this time it is being considered to have the fire department to handle the whole project. They came with a proposal that would give close to full coverage; that entailed handing over a new and much higher budget to handle the situation. The municipalities were to find out individually what direction their boards wanted to go. Hensler would like to say that this village board will do whatever it can to solve this problem. Right now we are faced with lack of staffing and we need to solve it. Scott, the EMS director stated that he feels it sounds like the two need a mediator that understands the needs and wants from both sides. He said he would be willing to step in and do that. Bunch asked if this needed to go to referendum. Hensler stated that we could either borrow the money or go to referendum. Hensler stated that he feels that everyone needs to sit down and solve this problem. Bunch asked about trying to get more options because she didn't like only looking at one. Bunch stated that she feels that what they are proposing will not be enough to staff. Hensler stated we need to do something. Shepler stated that it's hard considering that the fire department didn't change any of their recruitment efforts or implement any of the municipalities' suggestions. Hensler stated the committee will be meeting again in the next month.
2. Consideration on proposal to do a wetland delineation on property owned by Village. (Village land –East side of Deerfield Road and portion of Merrick property south east of Little Amerricka) **A motion was made by Peters and seconded by Schuepbach to approve the proposal to do wetland delineation on property owned by Village. (Village land –East side of Deerfield Road and portion of Merrick property south east of Little Amerricka). Sue explained it is the southeast corner or the panhandle. It needs to be decided what is wetland. Roll call votes carried 6-0, Diedrick absent.**

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

1. Director of Public Works Report. Koll reported that in the month of August work completed includes placing additional wood chips under playground equipment as needed at several parks, mowing of prairie for additional disc golf holes at Langer Park, and installation of the two new scoreboards at Converse Park. Upcoming projects are exercising water main vales, street sweeping and lawn mowing. Andy Jacque from Town and Country Engineering has submitted the report from his investigation into the elevated radium test results from Well No. 2. The report recommends chemical and possible mechanical rehabilitation of the well to remove bio-films which have been releasing additional naturally-occurring radium from the rock formations in the well. Slag-sealing on Indian Summer Rd. and Rosewood Ave. was completed by Scott Construction, Brian is working with them to correct some deficiencies in the work that was done.

- **Planning Commission**

1. Consideration on Ordinance 2015-07, rezoning the property known as 501 Deerfield Road to B-H; Highway Business. A motion was made by Schuepbach and seconded by Spencer to approve Ordinance 2015-07, rezoning the property known as 501 Deerfield Road to B-H; Highway Business. Roll call votes carried 6-0, Diedrick absent.
2. Consideration on Ordinance 2015-08, amending municipal code Title 13, Chapter 1, Section 32 B-H Highway Business District and Title 13, Chapter 1, Section 33 M-I Industrial District. Allowing a process to amend lot, yard, building requirement through a conditional use permit. A motion was made by Shepler and seconded by Schuepbach to approve Ordinance 2015-08, amending municipal code Title 13, Chapter 1, Section 32 B-H Highway Business District and Title 13, Chapter 1, Section 33 M-I Industrial District. Allowing a process to amend lot, yard, building requirement through a conditional use permit. Roll call votes carried 6-0, Diedrick absent.
3. Consideration on Conditional Use Permit for the Village of Marshall/Marshall Lion's Club to construct a 20x28 addition to the existing park shelter in Lion's Park, the property known as 203 Hubbell Street. The addition would include a handicap accessible unisex restroom, a small storage area behind the restroom and additional shelter space to provide a covered picnic area. A motion was made by Bunch and seconded by Peters to approve the Conditional Use Permit for the Village of Marshall/Marshall Lion's Club to construct a 20x28 addition to the existing park shelter in Lion's Park, the property known as 203 Hubbell Street. The addition would include a handicap accessible unisex restroom, a small storage area behind the restroom and additional shelter space to provide a covered picnic area. Roll call votes carried 6-0, Diedrick absent.

- **Parks & Recreation**

- **Police**

1. Monthly Police report. For the month of August there were 327 calls. Chief Hellenbrand reviewed a new report that he handed out. He met with DOT and got the green arrow on the traffic light on the corner of Main and Highway 73, this will help with traffic flow. He stated they told him it will happen between now and spring. He has not heard back from the gentleman at DOT about reducing the speed limit. He stated there was a glitch in the siren at Fireman's Park, he discussed this with the county and it will have a dedicated line for just the siren. School started last week and there have been no issues. Sargent Quam attended property service training, and narcotics training. Chief Hellenbrand wanted to mention that Deanna looked at the current phone plan and the current usage and the village will be changing their service and will save around \$150 a month.
2. Consideration on appointment of Officer Bethany Johnson to full-time status. A motion was made by Bunch and seconded by Spencer to approve the appointment of Officer Bethany Johnson to full-time permanent status. Motion carried 6-0, Diedrick absent.

- **Library**

1. Schuepbach handed out and reviewed the August report. He stated that postage sales were \$430. Check out were done this month compared to July. There are 13 adults and 5 juvenile new library card registrations. Upcoming September events at the library are card club, homework help, joint yoga, College Art Night and the usual story times and aerobics.
2. Consideration on Resolution 2015-06 Requesting Exemption from County Library Tax. A motion was made by Schuepbach and seconded by Shepler to approve Resolution 2015-

06 Requesting Exemption from County Library Tax. Roll call votes carried 6-0, Diedrick absent.

- **EMS/Public Safety Building Commission**

Scott Allain the EMS director gave an EMS update. He stated they received a \$2000 grant from Enbridge for a new carrier. He is also working on an \$8000 grant for two power loads and two stretches. He stated that he needs to get some information together yet for the FEMA requirements but hopes to have it in before October price increase. Since the spring of last year there are 8 new members. As of right now he has 5 applications on file. He stated staffing is ok for right now. The EMS attended farm tech days. Scott handed out and reviewed preliminary proposed budget numbers. Scott stated he talked with Deer-Grove about a combined district; he is still getting some preliminary numbers together. He didn't present this because they have an EMS meeting scheduled for September 15 and the municipalities are all invited and this will be discussed at that time. Bunch wanted to thank Scott for coming and talking to the board and coming with a few options and thinking outside the box.

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

OTHER BUSINESS

1. Consideration on forming an Adhoc Committee to host a listen session on the Community Pride Development projects. Hensler would like to pick Mary to be the chair and the other trustees Spencer and Peters. **A motion was made by Schuepbach and seconded by Shepler to approve forming an Adhoc Committee to host a listen session on the Community Pride Development projects. Roll call votes carried 6-0, Diedrick absent.**
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. (Request for financial assistance to Community Pride Development pre-development agreements) **A motion was made by Shepler and seconded by Schuepbach 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. (Request for financial assistance to Community Pride Development pre-development agreements) Motion carried unanimously, Diedrick absent.**
3. Reconvene to an open session per Wisconsin Statutes §19.85(2). **A motion was made by Schuepbach and seconded by Peters to reconvene to an open session per Wisconsin Statutes §19.85(2). Motion carried unanimously, Diedrick absent.**
4. Action from closed session as deemed necessary. No action was taken.

ADJOURNMENT

Having no further business a motion was made by Bunch and seconded by Spencer to adjourn at 10:07 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: October 13, 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